

CAMPUS SAFETY/CLEARY ACT

Barrett & Co. School of Hair Design Emergency Procedures

In the event of an actual emergency the campus community will be notified through email and or public broadcast systems. Students should take responsibility for regularly checking their email. In order to receive campus wide email announcements, students must provide an email address to the school. If you do not have one, one can be obtained in the administrative office.

In the event that the director determines an actual emergency through evaluation of the situation and with consideration of the safety of students and staff she will determine the necessary means of contact and how to do so. There will be continued assessment of any situation and the campus community will be notified when warranted.

Notifications will include all information necessary to maintain safety of the campus community. Statements will be issued unless issuing a notification will in professional judgement of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

The following people will be responsible for making these determinations:

List of Titles

Director

Director of Education

Director of Enrollment

Head Instructor

Jessamine County Health Department will be asked to confirm a serious virus outbreak

Nicholasville Police Department will be asked to resolve criminal situations as well as

Jessamine County Sherriff Department

Other outside agencies may be contacted if necessary

In the event of an actual emergency that affects the larger community, Barrett & Co. will use public broadcasting services to alert our community and surrounding communities. The administration will use the following interties to determine when this is warranted.

Director

Director of Education

Director of Enrollment

Jessamine County Health Department

Nicholasville Police Department

Jessamine County Sherriff Office

Nicholasville Police Department and Jessamine County Sherriff's Office and Jessamine County Health Department train extensively on what to do in case of an emergency in a school or surrounding community. For information on the qualifications of these entities, visit the websites used below:

www.nicholasville.org/police/index.php

www.jessaminesheriff.org

Barrett & Co. School of Hair Design will test emergency response and evacuation procedures at least annually. This may be announced or unannounced. This will include regularly testing drills, exercises, and appropriate follow through. These will occur when there is not an actual emergency, contain drills, exercises and follow thru activities to review the test. These will be logged and available including description, date, time started and ended and if it was announced or unannounced.

Timely warnings will be issued in the event of an emergency to allow campus community and surrounding community to protect themselves. Timely warnings are decided on a case by case basis in light of all facts surrounding a crime including the nature of the crime, continuing danger to the campus community and the possible risk of compromising law enforcement efforts.

The Family Educational Rights and Privacy Act (FERPA)

FERPA recognizes that info can in case of an emergency be released without consent when needed to protect the health and safety of others. If institutions utilize information from the records of a campus law enforcement unit to issue a timely warning, FERPA is not implicated as those records are not protected by FERPA.

- Emergency numbers are posted near the telephone
- First Aid Kit is located in the office.
- Fire extinguishers are located – Back wall of classroom and in front of the dispensary

EMERGENCY TEST LOG

DESCRIPTION:

DATE:

TIME: (START AND END):

ANNOUNCED OR UNANNOUNCED:

FOLLOW UP:

PROCEDURES FOR TESTING

Emergency testing will be conducted yearly and may or may not be announced prior to the test. Test will be conducted and follow up forms will be filled out and if necessary, adjustments will be made to the procedure. A log will be kept outlining each drill.

CAMPUS

The Barrett & Co. School of Hair Design Campus includes the immediate building occupied, the sidewalk out front, the parking area and back lot as well as the Public Street and sidewalk behind the building.

Definitions of Crimes

Arson

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

Criminal Homicide-Manslaughter by negligence

The killing of another person through gross negligence

Criminal Homicide-Murder or nonnegligent manslaughter

The willful (nonnegligent) killing of one human being by another

Rape

The penetration no matter how slight of the vagina or anus with any body part or object or oral penetration by a sex organ of another person without the consent of the victim.

Robbery

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

Aggravated Assault

An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

Burglary

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

Motor Vehicle Theft

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

Weapons: Carrying, Possessing, Etc.

The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons.

Drug Abuse Violations

The violation of laws prohibiting the production, distribution, and or use of certain controlled substances and the equipment or devices utilized in the preparation and or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of State and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

Liquor Law Violations

The violation of State or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages not including driving under the influence and drunkenness.

Sex Offenses

Any sexual act directed against another person without the consent of the victim, including instances where the victim is incapable of giving consent.

- A. Fondling-The touching of the private body parts of another person for the purpose of sexual gratification without the consent of the victim including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- B. Incest-Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- C. Statutory Rape-Sexual intercourse with a person who is under the statutory age of consent.

Larceny-Theft (Except Motor Vehicle Theft)

The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc. are excluded.

Simple Assault

An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, sever laceration or loss of consciousness.

Intimidation

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

Destruction/Damage/Vandalism of Property

To willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Hate Crime

To commit a crime usually violent motivated by prejudice or intolerance toward an individual's national origin, ethnicity, color, religion, gender, gender identity, sexual orientation or disability

ISSUING TIMELY WARNING POLICY

If a situation arises either on or off campus in the judgment of the Director, Director of Education, Director of Enrollment or the Head Instructor constituting an ongoing or continuing threat a campus wide "timely warning" will be issued. The warning will be issued through the college e-mail 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 office will issue a warning on the public broadcast systems. In such instances, a copy of the notice is posted at the front door of the on-campus facility. Anyone with information warranting a timely warning should report the circumstances to the Administrative Office by phone (859)-885-9136 or in person.

Policy Statement Addressing Preparation of Disclosure of Crime Statistics

The Institution prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be located on our web site at www.barrett.edu. This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus. Each entity provides updated information on their educational efforts and programs to comply

with the Act. Campus crime, arrest and referral statistics include those reported to the Nicholasville Police Department, designated campus officials (including but not limited to directors and instructors) and local law enforcement agencies. These statistics may also include crimes that have occurred in private residences or businesses and is not required by law. Kentucky law requires prompt, mandatory reporting to the local law enforcement agency by health care practitioners when they provide medical services to a person they know or reasonably suspects is suffering from wounds inflicted by a firearm or is a result of assaultive or abusive conduct. Each year an e-mail notification is made to all enrolled students that provides the information of how to report a crime. Faculty and staff receive similar notification.

Policy Statement Addressing How to Report Criminal Offenses

To report a crime: Contact the Nicholasville Police Department at 859-885-9467, dial 9-1-1- (emergencies only) or by reporting to administrative staff for assistance with future reporting to authorities. Any suspicious activity or person seen in the parking lots or loitering around vehicles should be reported to the staff. In addition, you may report a crime to the following areas:

Director: Jamie Barrett Lovern: 859-885-9136, Director of Education: Director of Enrollment: Amy Roberts: 859-885-9136 or Head Instructor: 859-885-9136.

Policy Statement Addressing Voluntary Confidential Reporting

If you are the victim of a crime and do not want to pursue action within the Institution or the criminal justice system, you may still want to consider making a confidential report. The Director can file a report on the details of the incident without revealing your identity with victim's permission. The purpose of a confidential report 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 Institution can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Policy Statement Addressing Security and Access

The Institution will be open to students, parents, employees, contractors, guests, and invitees during business hours. During non-business hours access is by key. The institution is cleared of any and all individuals upon closing each evening. Exits are locked and all lights except emergency lighting are turned off. Closing person will set alarm system upon exiting the building. Upon entry to the building each morning, the alarm is disabled, lights are turned on and building is checked for security purposes. The Nicholasville Police Department does periodic nightly checks to ensure the building is secure. The alarm company monitors the alarm system for any disturbances when the building is unoccupied.

Policy Statement Addressing Campus Law Enforcement

Our institution has the authority to remove any individual who poses a threat of any kind to our campus community. The institutional officers do not possess arrest power. Criminal incidents are referred to the local police who have jurisdiction on the campus. Barrett & Co. maintains a highly professional working relationship with the Nicholasville Police Department, Nicholasville Emergency Medical Safety Officers and the Nicholasville Police Department. All of which are in close proximity to the campus. Victims and witnesses are strongly encouraged to immediately report the crime to campus safety administration and the appropriate police agency. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

The law enforcement of Jessamine County maintains close relationships around the school systems and secondary education institutions. They provide services to the school anytime deemed necessary including periodic checks of the institution and patrol by officers on our campus and surrounding community. The law enforcement agencies are diligently working to keep our campus and community safe. There is no written memorandum of understanding.

Policy Statement Addressing the Encouragement of Accurate and Prompt Crime Reporting

Community members, students, faculty, staff and guests are encouraged to report all crimes and public safety related incidents to the Institution in a timely manner. This publication focuses on The NPD because it patrols the majority of them. To report a crime or an emergency, contact the NPD at 859-885-9467 or in case of emergency 911.

Policy Statement Addressing Security Awareness Programs for Students and Employees

During orientation students are informed of services offered by Nicholasville Police Department. Students are told about crime on-campus and in surrounding neighborhoods. Similar information is presented to new employees. Access to Crime Prevention Programs and Sexual Assault Prevention Programs are offered on a continual basis. A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others. Information is disseminated to students and employees through crime prevention awareness packets. When time is of the essence, information is released to the community through security alerts sent over the institutions electronic mail system.

Policy Statement Addressing Crime Prevention Programs for Students and Employees

This institution does not provide Crime Prevention Programs to Students or Employees.

Policy Statement Addressing Criminal Activity Off Campus

This institution does not recognize any off-campus organizations or activities; therefore, there are no reports of criminal activity off campus.

Policy Statement Addressing Alcoholic Beverages

The possession, sale or the furnishing of alcohol on campus is governed by Kentucky state law. Laws regarding the possession, sale, consumption or furnishing of alcohol is controlled by the Kentucky Department of Alcohol and Beverage Control (ABC); however, the enforcement of alcohol laws on campus is the primary responsibility of the Nicholasville Police Department. The Barrett & Co. School of Hair Design campus has been designated "Drug free" and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the Nicholasville Police Department. Violators are subject to disciplinary action, criminal prosecution, fine and imprisonment. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal.

Policy Statement Addressing Illegal Drug Possession

The Barrett & Co. School of Hair Design campus has been designated "Drug free". The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the Nicholasville Police Department. Violators are subject to Institution disciplinary action, criminal prosecution, fine and imprisonment.

BARRETT & CO. SCHOOL OF HAIR DESIGN
DRUG-FREE SCHOOL STATEMENT

In recognition of the problems associated with drug and alcohol abuse in society today Barrett & Co. is providing all student and employees with the following information:

1. The unlawful possession, use or distribution of illicit drugs and alcohol on school property or in connection with any school activity is strictly prohibited. This prohibition applies to all students and all employees.
2. The following legal sanctions are applicable for the unlawful possession or distribution of illicit drugs and alcohol:

LOCAL AND STATE – Penalties vary based on the severity of the offense and number of offenses. Sanctions for possession of an illegal substance for the first time range from one-year imprisonment and future offences and/or larger quantities or illegal substances penalties range from 20 years to life imprisonment.

FEDERAL – Penalties for unlawful manufacturing, distribution and dispensing of controlled substances are provided under the Federal Controlled Substances Act. The nature of the drug or other substance, the amount of drugs or other substance involved and the number of offenses determine the penalties.

EXAMPLES OF FEDERAL DRUG-TRAFFICKING PENALTIES

	1 ST OFFENSE	2 ND OFFENSE
Marijuana (1,000 kg or more)	Not less than 10 years	Not less than 20 years
Heroin (100-999 grams)	Not less than 5 years	Not less than 10 years
	Not more than 40 years	Not more than life

3. There are various health risks associated with the use of illicit drugs and the abuse of alcohol. Some of the more common problems are cited below:
Marijuana – Use can lead to an increase in heart rate of up to 50%, sense of euphoria, acute anxiety and tremendous mood swings. There is a potential for long term physical and psychological damage.
Cocaine – Use can affect the brain in seconds and result in heart or respiratory failure.
Crack – Use can lead to an intense high within seconds, deep depression and intense dependency in short time.
Amphetamines – Use increases heart and breathing rates, raises blood pressure while often causing blurred vision, dizziness, lack of sleep and anxiety. Body chemistry is upset which can lead to long term physical problems.
Alcohol – Use can lead to a feeling of confidence and control. Liver, brain, heart and stomach destruction goes on even without apparent symptoms. Use for a period of time often causes dependency and may be fatal.
4. There is help available to our employees and student. Barrett & Co. offers a completely confidential Employee Assistance Program. Contact our school director.
 - Alcoholics Anonymous – Bluegrass Area – 859-225-1212 (Lexington)
 - Alcohol & Drug Abuse Hotline – Toll Free Dial 1-800-444-9999
 - Jessamine Counseling & Education – 324 Southview Drive, Nicholasville – 859-885-6315
 - Dare Program – Police Department – Nicholasville – 859-885-9944 or 859-885-9467
 - The Ridge Behavior Health System – 3050 Rio Dosa Drive – Lexington – 859-269-2325Further information is provided in the Drug Information brochure with this statement.

5. Any employee or student who is a drug or alcohol offender will have disciplinary action imposed by the school.
 - Mandated attendance at local treatment center
 - Mandated completion of drug rehabilitation program
 - Mandated probation period not to exceed one month
 - Discharge from employment or expulsion from the school

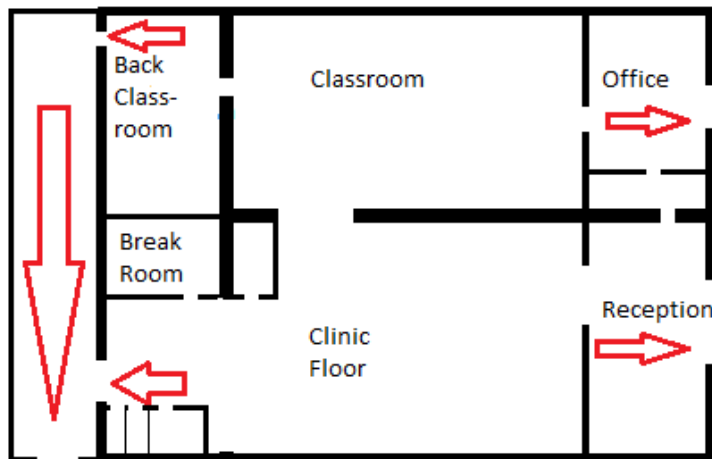
For further information and assistance, you should contact the school director

Policy Statement Addressing Disclosures to Alleged Victims of Crimes of Violence or Non-forcible Sex Offenses

Barrett & Co. School of Hair Design will upon written request disclose to the alleged victim of a crime of violence or a non-forcible sex offense the results of any disciplinary hearing conducted by the college against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, Barrett & Co. School of Hair Design will provide the results of the disciplinary hearing to the victim's next of kin if so requested.

FIRE OR EMERGENCY EVACUATION PROCEDURE

- Instructors should check class rooms, stock room, baths and dispensary to see that they are clear.
- Receptionist should check office and file room to see that they are clear.
- Instructors, receptionist and students should be sure no customers are under dryers, etc.
- Any persons in the student lounge, dispensary, baths, etc., should WALK through the reception room to the right front EXIT
- Any persons in the class rooms should WALK through the left front EXIT
- Students will assemble on the grass at the back of the building on Southside Drive once you exit the building. Roll will be taken to assure everyone made it out.
- After the emergency workers give the all clear, all students will re-enter the building. Roll will be taken to assure everyone made it back in.



Exit the building using the nearest exit to you. Exits are marked as shown above.

Policy Statement Addressing Preventing and Responding to Sex Offenses

The Institution educates the student community about sexual assaults and date rape through mandatory freshman orientations. The Police Department offers sexual assault education and information programs to Institution students and employees upon request. Literature on date rape education, risk reduction and Institution response is available through the Office. If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The Police Department strongly advocates that a victim of sexual assault reports the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to an institution staff member. Filing a report with the institution will not obligate the victim to prosecute nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a police report will: ensure that a victim of sexual assault receives the necessary medical treatment and tests; provide the opportunity for collection of evidence helpful in prosecution which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam); assure the victim has access to confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention. A representative from the Police Department will guide the victim through the available options and support the victim in his or her decision. Various counseling options are available through the counseling systems of Jessamine County. Counseling and support services outside the county system can be obtained through the Rape and Sexual Abuse Center and the Victim Intervention Program of the Police Department. A student found guilty of violating the University sexual misconduct policy could be criminally prosecuted in the state courts and may be suspended or expelled from the Institution for the first offense.

Policy Statement Addressing Sex Offender Registration

In accordance to the "Campus Sex Crimes Prevention Act" of 2000 which amends the Jacob Wetterling Crimes against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, the Kentucky State Police provide a link to the Kentucky State Police Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in that State at which the person is employed, carries a vocation or is a student in Kentucky convicted sex offenders must register with the Sex Offender and Crimes Against Minors Registry maintained by the Department of State Police. The Sex Offender and Crimes against Minors Registry (SOR) for VIOLENT SEX OFFENDERS is available via Internet. Registry information provided under this section shall be used for the purposes of the administration of criminal justice, screening of current or prospective employees, volunteers or otherwise for the protection of the public in general and children in particular. Unlawful use of the information for purposes of intimidating or harassing another is prohibited and willful violation shall be punishable as a Class 1 misdemeanor. The Kentucky State Police is responsible for maintaining this registry. Follow the designated link listed to access the Kentucky State Police website. Kspsor.state.ky.us

Hate Crimes

There were no reported hate crimes for the years 2014, 2015, 2016, 2017, 2018

Crime Reports

There were no reported crimes of any kind in 2014, 2015, 2016, 2017, 2018

Notice of Annual Security Report Availability

Barrett & Co. School of Hair Design's 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 such as policies for responding to emergency situations and sexual offenses. Three year's worth of statistics are included for certain types of crimes that were reported to have occurred on campus, in or on off-campus buildings or property owned or controlled by the school and on public property within or immediately adjacent to the campus. This report is available online at www.barrett.edu. You may also request a paper copy from the office.