2026 Annual Safety and Security Report

This information is provided for Love Beauty School, Inc.

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Read this Report Online The full text of this Annual Safety and Security Report is available online

at www.lovebeautyschool.net link to report on school website)

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Introductions:

This Love Beauty School, Inc. / The Barber Academy Annual Safety and Security Report is published in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act ("Clery Act"), and Violence Against Women Act (VAWA). This report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by Love Beauty School, Inc; and on public property within, or immediately adjacent to and accessible from school property. The report also includes institutional and campus security policies concerning alcohol and drug use, crime prevention, the reporting of crimes and other matters.

This report is prepared in cooperation with local law enforcement agencies, as well as various other sources.

Campus crime, arrest and referral statistics include those reported to designated campus security officials as defined under the Clery Act and local law enforcement agencies.

Every year, notification is sent to all enrolled students, faculty and staff. The notification provides information on how to access the Annual Security Report online. Copies of this report may also be obtained at the Financial Aid department of Love Beauty School, Inc. / The Barber Academy 1161 Murfreesboro Hwy , Manchester TN 37355. The crime statistics in this report are presented in separate crime statistics charts for each campus, as required by law. Please be advised Love Beauty School, Inc. / The Barber Academy operates from thr main campus and a campus extension: The Barber Academy.

Letter from the Owner

Safety is of the utmost importance to our institution. We take the safety and security of our students, staff, clients, and visitors very seriously.

We are committed to providing the highest quality of education, but additionally ensuring the safety of all who enter our premises to the best of our abilities.

We work with our students and staff to ensure they are aware of how to respond in an emergency situation.

We have developed and implemented specific policies based on requirements of the law to ensure the safety of students, staff, clients, and visitors.

Loved Beauty School, Inc. opened in December of 2006 under the guidance of God. The founder felt she desired for her to open an institution of not only post secondary education, but one where we could show Christ Love for all we encountered on this journey. She had written a letter at that time which is included in our handbooks today describing my goals for the school. See that letter below. The letter has since changed once the founder retired, the new letter is shown below.

A Letter From the new owner……

It is an honor that you have chosen Love Beauty School, Inc. / The Barber Academyto pursue your goal in becoming part of the beauty industry. It is our desire to provide you with the latest and best education possible to ensure you are fully successful in completing your program of choice, finding employment, and achieving a lifetime of success.

I fell in love with Cosmetology and education as a young child. There was no greater feeling than helping others to feel good about themselves. I always had a passion for hair, and teaching others. Upon completion of my Cosmetology License, I completed my Jr. Instructors program in Oct of 2008 and began teaching the phase 1 Cosmetology class. I obtained my Instructors License and continued to teach for several years while also working behind the chair in the salon. I was given the opportunity to assist the institution with obtaining accreditation and financial aid approvals so that future students could get financial assistance to help them achieve their dreams in becoming licensed professionals in the beauty industry. As the school began to grow, I was presented with a decision. I could continue to teach full time, or I could continue to work in financial aid and admissions full time, I could not do both. I took this decision seriously. I knew I loved helping others more than anything else. I could still do this in the financial aid department, and even more so as I would have more one on one opportunity to witness to others and help them along their journeys. I still continued to teach as needed and still do today.

I was blessed to have worked with the former owner Mrs. Cristie for almost 14 years. I am thankful for her guidance and wisdom in preparing me for the future God had laid out before me. She was a mentor and a friend. She strived for excellence in everything she did and encouraged our team to do the same. In July of 2022 I purchased the school from Mrs. Cristie as she had made the difficult decision to retire. We wish her the best, and plan to continue her legacy by ensuring all students receive the best education, and guidance in furthering their goals of becoming beauty industry professionals.

Sincerely,

Tonya Liles

My passion was and will remain in this industry, and although Im not teaching as much, and deal with more day to day activities with running the institution, as well as keeping everyone safe, I remain blessed to have the opportunity to come to work and truly Love What I Do!

Prompt reporting of an Emergency or Crime

Clients, Staff, Students, and Visitors are encouraged and expected to accurately report any crime or safety incident that he or she may witness immediately. Even with the victim has elected to, or is unable to file a report to the institution or the local police department.

Crimes may be reported to the following authorities:

Dial 911	Report emergencies, or a non emergency criminal activity from a public phone, school phone or your cell phone.
Dial 931-728-9555 (Coffee Co)	**Report Non emergencies**
Dial 931-728-2991 (Manchester City)	**Report Non Emergencies**
Dial 931-455-3411 (Tullahoma City)	**Report Emergencies**
Dial 931-273-5886 Owner	**After Campus Closes**
In Person	**Any Staff Member**

Response to a Reported Crime: Local police departments are triained on how to receive, document, as well as investigate crimes reported. Officers will work with individuals reporting crimes to obtain any and all information necessary, identify any potential witnesses, as well as conduct a through investigation in attempt to identify the responsible party.

Love Beauty School, Inc. / The Barber Academy Maintains a daily crime log, this information can be found in the financial aid office at our institution.

The crime log will contain information such as reporting's, classifications, dates, locations, witnesses, etc.

All logs related to fire, accident, incident, crimes, etc are open to be viewed publicly. Unless it would compromise the safety and security of persons involved. To view such logs please see the financial aid office. Any new information will be recorded no later than 2 days after the report has been made, however if it were to jeopardize the ongoing investigations or the safety and privacy of individuals involved it may be with held.

Health and safety information has been provided to you in the event of a fire, tornado, or criminal threat in the consumer information handbook. This information also includes the knowledge for how to evacuate the building when necessary.

On and Off Campus Resources:

Contact Information for reporting crimes both on and off campus has been provided in the table above. However some further contacts or helpful information is found below:

Unity Medical Center of Manchester 931-728-6354
Coffee County Health Department 931-723-5134
Department of Human Services 931-393-0162
Haven of Hope 931-728-1133
Coffee County Public Transportation 931-455-1787
Legal Aid 931-455-7000

Confidential Reporting:

It is important that anyone who has witnessed or been the victim of a crime to report the crime. For emergencies dial 911, or press any one of the panic buttons located throughout the school, for non emergencies please notify the owner, or a staff member immiediately, if unavailable please dial 931-728-2991. Should you report a crime to the local police department it is also crucial to notify the institution as well. You may do this by speaking to the owner, instructor, or any other employee of the institution. Crimes are able to be reported on a voluntary, as well as an anonymous / confidential basis in order to include the information in the annual security report. However they must be done in writing, and on a campus crime report form. These forms along with accident forms can be found by the main office. In the event an anonymous crime has been reported although the information will be kept confidential the institution reserves the right to use information disclosed in the report to ensure the safety and security of the school. Crimes should be reported within 24 hours. Any documentation for proof may be submitted to the campus security officer, Tonya Liles, which will be attached to the crime report form, a reasonable investigation will begin, as much as possible, until the victim is in a position to share more information either to the institution, or the local police department. Local police departments as well as our institution can file an anonymous report. This is designed to allow the information to be reported on a confidential basis but still allow the local authorities, or the institution to conduct the necessary steps to ensure your future safety as well as the safety of others. Please be advised there are cameras outside the school, as well as inside the school, these are there for the safety and protection of students, staff, and guest. Camera footage may be used in investiagtions. Cameras record both audio, and visual.

This information allows the institution to keep an accurate record of incidents in order to alert the campus community in the event of any dangers when necessary. Methods of notifying could take place in the following: Notices posted, website notices, text messages, and verbal / electronic announcements. Reports that are disclosed are counted, logged and submitted as part of our annual crime statistics for the institution. We also make a good faith effort to contact the local police department to collect local crime statistics in addition to pulling Coffee County Crime statistics from the T.B.I. website, in order to complete the annual security report. More information regarding crime statistics specifically can be found on our website under the Enrollment / Student right to know tab.

We encourage all licensed professionals such as mental health as well as pastoral counselors to also report any crimes to the institution as well as police departments, they have been made aware of on a voluntary, confidential basis. As they deem necessary.

Every year Love Beauty School, Inc. / The Barber Academy reports any Cleary reportable crimes, if there have been any to occur, for several years the institution has had xero campus crime incidents.

Love Beauty School, Inc. / The Barber Academy has no on campus residences at this time.

Access to campus facilities:

Love Beauty School, Inc. / The Barber Academy is located in the city of Manchester, TN and county of Coffee. We are open to the Public for services Tuesdays through Fridays from 9:30 am to 9 pm, after 2 being by appointment only.

We are open to students Monday through Friday typically between the hours of 8 am and 9 pm.

The institution is not accessible after these hours unless under the supervision of an instructor or staff member.

Although we do not have a school police department the owners and instructors are through out the building and parking lot several times per day, there are cameras in each department that record audio and visual as well as in the school parking lots. We are also located within 5 minutes of the Manchester Police department.

Maintenance of campus facilities:

Love Beauty School, Inc.'s / The Barber Academy building, landscaping, as well as parking lot is maintained in such a manner to prevent any hazardous conditions. We also have a maintenance list posted inside the stockroom, so that any student or staff member may report any item, that needs to be repaired. The owner also frequently checks items inside the school to ensure their safety, as well as make sure they are in proper working order. Any emergency repairs are done immediately.

The building as well as the parking lot are well lit, and there are no landscaping issues blocking any direct lines of sight, etc. Love Beauty School, Inc. / The Barber Academy also has a security system in place. Each classroom / educator has a panic button. In the event of a criminal threat this can be pressed, and the local police department are dispatched. Again cameras in each department as well as the parking lot are maintained, and in working order. To assist with safety and security of our institution.

Crime Prevention and Security Awareness:

At Love Beauty School, Inc. / The Barber Academy we take a proactive approach in ensuring the prevention of crimes. Our goals are to minimize if not eliminate potential criminal activity / threats whenever possible. It is important that our staff and students take a personal responsibility for their own safety as well as the safety of others.

During orientations for new classes students are shown where a power point presentation on crimes, preventions, our crime statistics, VAWA, etc. is located on our school website. This helps ensure that even the newest of students has some type of preparation and awareness on their first day of class. Orientations are held typically on a monthly basis. Students are able to graduate within a year typically, or just over a year, meaning that they would have received this information / training annually.

Each year beginning 2018 we will also have the local police department, fire department, etc. come in and do a class on or a video will be made available on our school website under "Student right to Know":

- General Crime Prevention
- Security Awareness
- Alcohol Abuse
- Domestic Violence
- Rape aggression defence (RAD)
- ALICE (Alert, Lockdown, inform, counter, evacuate) OR ADD (Alert, Deny, Defend)
- Fire Safety
- Emergency Response and Evacuation procedures
- Sexual Assault Prevention
- Theft Prevention
- First Aid
- CPR

In these classes students as well as staff are encouraged to take responsibility for their own safety and security as well as the safety and security of others.

Love Beauty School, Inc. / The Barber Academy has panic buttons placed throughout the school. When pressed these notify SimpliSafe to automatically contact the police department. They are also connected to an extremely loud siren, this will notify students in the event there needs to be an emergency evacuation, we also have a Alexas throughout the building where we can make announcements in the event they are necessary, more information regarding this can be found in the emergency response section of this handbook. There are also fire extinguishers, cameras, flood lights, camera surveillance, as well as various other items inside the institution to protect students, staff, and visitors.

Phone numbers have been provided above. These numbers can be used for requesting help, reporting crimes or any activities that may appear to be suspicious, or other emergencies. Panic buttons may be used in the event of an emergency only.

Love Beauty School, Inc. / The Barber Academy does not offer on campus housing.

The previous owner of the school also owns rental property which students and or others are able to rent. Although the property is not directly associated with the school, it is next door. Direct access to the property is not available due to privacy fencing.

This location also has camera surveillance, an alarm system, with each apt having a panic button as well, fire extinguishers, as well as requirements each tenant must follow, including curfews, guest policies, etc.

Off Campus Crimes / Student Organizations:

The Manchester police department has jurisdiction for all crimes that occur within the city limits, the Coffee County Sherriffs department has jurisdiction for all crimes that occur in the county. Numbers to both facilities have been provided above. In the event of an off campus crime you should immediately contact the police department, or call 911. Love Beauty School, Inc. / The Barber Academy is not responsible or liable for any crimes committed that occur off campus, however maintain the discretion to pursue disciplinary action against offenders for violations of school policies when off campus if necessary.

Love Beauty School, Inc. / The Barber Academy does not have any off campus student organizations.

Emergency Preparedness:

As required Love Beauty School, Inc. / The Barber Academy has a plan for emergency operations. This outlines the immediate response and evacuation procedures which may include the use of electronic communication. Again the local police departments have the responsibility of responding to, and obtaining the necessary resources to mitigate, and investigate as well as document the emergency or dangerous situation. Love Beauty School, Inc. / The Barber Academy also will investigate and document the crime log, in the event of a reported on campus crime and follow school policy in handling the matter.

Emergency Notifications:

In addition to the health and safety plan, we want to disclose the following: In the event a situation would arise that opposes an immediate threat to the health and safety of students, staff, guest, etc. The police will be notified automatically, either via panic button, or phone call, which ever is possible.

Panic Buttons: as noted earlier They are also connected to an extremely loud siren, this will notify students in the event there needs to be an emergency evacuation, we also have a Alexas throughout the building where we can make announcements in the event they are necessary. In the event there was an emergency evacuation all students, staff, clients, guest, etc will be directed to exit the building whenever possible, they would meet in the furthest corner of the back parking lot next to the wooden fence. If any any time exiting the building would further compromise their safety then each staff member, student, guest, etc would need to enter the closest room and lock the door, pressing the panic button immediately after. We will test our emergency response plan annually when we do our health and safety drills.

The priority of the institution in the event of an emergency is to notify as many people as possible, as quickly as possible. This is attempted through a variety of methods not limitied to announcements, text messages, twitter, facebook, emails, and other electronic methods.

Local tv and radio stations also broadcast information. The school has weather radios in each department to ensure staff and students are notified of dangerous weather. The city also has emergency sirens for the events of dangerous weather.

Some of these methods may require follow up info to be given, if so it will be provided as necessary.

Again the local news and radio stations are responsible for notifying emergency information to the city, neighbors, etc.

In the event of an emergency Love Beauty School, Inc. / The Barber Academy will initiate as well as provide immediate notifications to the appropriate departments upon confirmation of an emergency or dangerous situation involving immediate threat to the health and or safety of students, staff, guest, etc.

Notifications would include but not be limited to:

Fire, power outage for an extended amount of time, infectious disease, tornado, criminal threat etc.

Timely Warning Notices

In the event a crime is reported within the Love Beauty School, Inc. / The Barber Academy Clery Geography, that would pose a threat to the institution, students, and staff a timely warning notice would be issued in the form of an emergency notification, via whatever means necessary / available

, such as text, social media, phone, emails, etc.

Timely warnings could be distributed for the following reasons, major incidents of arson, criminal homicide, robbery, etc. Aggravated assault and sex offenses will be considered on an individual basis once the appropriate parties have been able to review the facts of the offense, allegation, determining wither or not there is a continuing danger to the institution, staff, students, etc. For example there may be an altercation between two students, however this would not pose a threat toward the institution, other students, staff, etc so there would not be a need for a timely warning or emergency notification.

Typically sexual assault cases are reported well after they have occurred, not allowing for an ability to issue a timely warning.

Sex offenses will be reviewed on an individual basis depending on where and when the incident took place, the amount of information reported, when it was reported. Cases involving property crimes will also be reviewed on an individual basis, and a notification will be sent if there is a determined pattern of crime.

Again when necessary the local police department is responsible for reviewing all information related to a crime and have the ability to determine wither or not there is an ongoing threat to the institution and or community.

Personal information of the victims will be held confidential. Emergency notifications / timely warnings will be sent in a manner to help prevent future occurrences.

Emergency Reponse

Love Beauty School, Inc. / The Barber Academy conducts two evacuation drills annually. Typically in June and December. During this time students learn the exits, and are given instructions on how to exit the building when necessary, depending on the type of emergency. There is also a health and safety plan posted though out the institution giving brief description of what to do in the event of an emergency.

The purpose of the drill is to prepare students, as well as staff so that in the event of an emergency the response will be as organized and calm as possible. During drills students are given the opportunity to “practice” what to do in the event of an emergency. Be it fire, tornado, criminal threat, etc.

These drills are monitored by staff to ensure any equipment, such as exit signs, flood lights, etc are all in working order. Any suggestions for improvement can be made to the appropriate departments for consideration.

In addition we also have videos and powerpoints posted on our school website which provide more information on active shooter preparedness, along with bystander intervention, etc.

Love Beauty School, Inc. / The Barber Academy at this time does not offer on campus housing.

Each drill is documented, and includes the date, which drills were performed, who the educator was, and then signed by all participating students.

Each employee is given a policy manual, one of the components of the policy manual is emergency procedures, such as the health and safety plan. These procedures are reviewed during initial class orientations, which occur typically on a monthly basis, this ensures that all new students are familiar with the requirements, and students who enrolled previously have the opportunity to hear it multiple times as well. These procuedures outline what to do regardless of which department the student is in, because students travel throughout the building to perfrom services, it also discusses exits, emergency medical equipment, meeting locations, where fire extinguishers are located, etc. This as well as other school plans are evaluated and revised annually as necessary.

Notification of a missing student

In the event a student or staff member has reason to believe that a student or staff member is missing he or she should immediately contact the local police department. If a staff member feels a student has been missing for more than 24 hours it is extremely important that they report the information to the local police department. At this time

the local police department will invesitagate the matter and issue a missing persons report as necessary. Upon notice from the local police department that the student is missing Love Beauty School, Inc. / The Barber Academy will attempt to notify the students family, parent or guardians, or references listed in their enrollment contracts within 24 hours of being notified the student is missing.

During orientations students are informed of the missing persons protocol listed on our school website, including related law regarding age and reporting requirements. Additionally we will encourage students to frequently update their emergency contact information.

Alcohol, drugs, and illegal substances abuse, education, and prevention / Policies

The information in this section is in accordance with the drug free workplace act of

1988 and the drug free schools and communities act ammendments of 1989.

Love Beauty School, Inc. / The Barber Academy has a zero tolerance policy in regards to drug and alcohol abuse.

The abuse of alcohol as well as controlled substances can seriously impair health and the ability to work and study. It poses a threat to the safety and well being of the user, as well as others around them.

Again the institution has a zero tolerance policy, however we do provide resources for education, as well as the prevention and treatment for substance abuse. This is designed to help students, staff, etc make healthy decisions in regards to drugs as well as alcohol.

School policy states: Love Beauty School, Inc. / The Barber Academy has a zero tolerance policy in regards to drug and alcohol abuse. In the event this policy is violated you will be terminated, at the full cost of your tuition, and local law enforcement agencies may be called at anytime to investigate, or to bring in dogs to conduct random searches, for drugs, alcohol, or weapons of any kind. None of which are allowed on the school premises, this includes inside your vehicle while parked In the school parking lot. Coming to school under the influence of drugs or alcohol will not be tolerated. Possession, use / sale of drugs, alcohol, paraphanelia, is illegal as well as tobacco products for minors in the state of Tennessee. Failure to abide by these laws could result in citations, jail, juvenile detention centers, a criminal record as well as termination. Information regarding counseling, resources, rehabilitations, and education are provided for you. Please take full advantage of them in the event you need to do so.

Prevetion of substance abuse is looked for in a variety of ways

- Promotion of aquire info on drug and alcohol use
- Encouraging other activities for recreational time
- Enhancing skills for ways to manage stress
- Working as a team to establish a healthy and drug free environment for staff as well as students.

Education on drug and alcohol, prevention initiatives, and wellness promotion

Love Beauty School, Inc. / The Barber Academy provides a variety of services to our staff and students to promote wellness and to prevent substance abuse. These include

- Ensuring that information on drug and alcohol abuse is readily available as well as other education materials
- List of counseling numbers provided below, and posted on school website in this document.
- D.A.R.E. Program or other related programs.
- Bystander intervention education / powerpoint located on school website regarding alcohol and other drug use

Did you Know? In **Tennessee**, a DUI is defined as driving a vehicle with a **blood alcohol concentration** (**BAC**) over the **legal limit** of 0.08%. However, depending on the circumstances of your offense, you may receive DUI penalties with **BAC** of less than the **legal limit**.

For more information on alcohol, etc as well as state laws and penalties check out the website located at: https://www.dmv.org/tn-tennessee/automotive-law/dui.php

If you need help the institution encourages any student and or staff member who may have a problem with addiction or the use of drugs and or alcohol to seek the advise and treatment from a professional. We have provided you with some contacts below for our local area:

Bradford Health Services located in Manchester, TN 931-728-4442

Bradford Health Sercices located in Franklin, Tn 615-595-1028

SAMHSA's National Helpline

SAMHSA's National Helpline is a free, confidential, 24/7, 365-day-a-year treatment referral and information service (in English and Spanish) for individuals and families facing mental and/or substance use disorders.

1-800-662-HELP (4357)

Coffee County Drug Court 931-723-3051

How the use of drugs affects your health

The use of drugs can affect your health in a variety of ways, some of which being nausea, anxiety, comas, as well as death. There are multiple risk associated with chronic use of psychoactive drugs as well as alcohol. A pregnant woman who chooses to use alcohol, cigarettes, or an other drug not only exposes herself to these risk but also her fetus including miscarriage, low birth weight, and brain damage.

Substance abuse could involve illegal drugs and alcohol as well as controlled substances. All of which pose a health risk, and an even greater risk is posed when these substances are used in combination with one another. Negative effect on the body and mind are multiplied past the effects of an individual drug taken on its own.

Alcohol: One of the most frequently used and abused drugs not only with students but also society in general. Alcohol in the smallest amounts is known to impair judgement, as well as coordination even to be able to operate a vehicle. This of course only increases the chances of automobile accidents. When used in moderate to large quantities the effects are even more severe including not being able to learn and or

remember things. The use of alcohol be associated with the incidence of aggressive crimes including assault, rape, and domestic crimes. Alcohol is a depressant, when used in large quantities can cause cardiac and respitory failure, which could result in death.

Marijuana: Has the ability to impair your short term memory, as well as the ability to understand or comprehend. It can cause anxiety, lung damage, confusion, and abnormalities in the hormone as well as reproductive system. Once the feeling of getting "high" fades unfortunately the effects on your coordination, and judgement remain, making it even more difficulty to complete other task, especially driving. Cannabis is a fat soluble substance and can remain in the body for multiple weeks, overdoses could cause panic attacks, as well as psychiactric problems.

Club Drugs: This term may refer to a variety of substances include Ecstasy, GHB, ketamine, methamphetamine, lsd, as well as rohypnol. These substances are usually used at parties such as raves, dances, bars, etc. None of which are safe due to the variation in their purity, strength, as well as their concentration. Club drugs can cause more severe health problems including death. Again there will be more serious consequences and dangers when mixed with alcohol.

Depressants: These may include valium, barbiturates, benzodiazepines, Quaaludes, and other depressents. They cause slurred speech, disoritantion, as well as other drunken behaviors. Overdose effects may include shallow breathing, clammy skin, dialted pupils, rapid as well as weak pulses, and death.

Hallucinogens: Include MDA, LSD, PCP (angel dust), peyote, and mescaline may cause powerful distoritions in thinking as well as your perception. Strong as well as unpredictable emotional reactions can trigger a panic attack or psychotic reaction. Overdose can cause heart failure, lung failure, comas, as well as death.

Narcotics: Include cocaine, heroin, morphine, methadone, as well as opium, these cause negative effects on anxiety, may also cause mood swings, confusion, constipation, nausea, as well as respiratory depression. Overdose can lead to convulsions, comas, as well as death. Risk of being infected with HIV/AIDS and or other decreases is increased when you inject drugs and share needles with others. There is also a great possibility of developing a dependency on these drugs wither it be phycological, or physical.

Stimulants: Such as amphetamines, cocaine, as well as others, may cause agitation, appetite loss, heartbeats that are irregular, chronic sleepiness, as well as hallucinatins. Cocaine and crack cocaine are severely dangerous as well as both physically and psychologically addictive. Overdoses result in seizures and death.

Tobacco: Has an active ingredient, known as nicotine. Nicotine can increase heart rate as well as blood pressure. Tar in cigarette smoke is one of the major causes of cancer, as

well as a variety of other respitory problems. Carbon Minoxide in cigarette smoke promotes arteriosclerosis, as well as has other long term affects on the respitory system, emphysema, chronic bronchitits, heart disease and lung cancer.

Policy pertaining to alcohol and drug use

Love Beauty School, Inc., / The Barber Academy Drug Free Workplace act of 1989, as well as Drug Free Schools and Communities act of 1989, has a zero tolerance policy for drugs and alcohol use. We prohibit the unlawful manufacture, sale, consumption, possession, and or distribution of controlled substances and alcohol on school property, as well as property owned by Tonya Liles, as well as any school related activities regardless of the location.

Also as mentioned above : In the event this policy is violated you will be terminated, at the full cost of your tuition, and local law enforcement agencies may be called at anytime to investigate, or to bring in dogs to conduct random searches, for drugs, alcohol, or weapons of any kind. None of which are allowed on the school premises, this includes inside your vehicle while parked In the school parking lot. Coming to school under the influence of drugs or alcohol will not be tolerated. Possession, use / sale of drugs, alcohol, paraphanelia, is illegal as well as tobacco products for minors in the state of Tennessee. Failure to abide by these laws could result in citations, jail, juvenile detention centers, a criminal record as well as termination. Information regarding counseling, resources, rehabilitations, and education are provided for you. Please take full advantage of them in the event you need to do so.

The local police department enforces all state drinking laws. The inhale use of controlled substances, and or the abuse of alcohol again can impair a persons ability to think clearly, make logical decisions, affect their heath negatively both physically, as well as psychologically. This endangers the safety and well being not only of the user, but also other students, staff, clients, guest, as well as general public. Because alcohol is readily available and the use of is not necessarily illegal, it tends to be the drug that has the most potential harm for people.

There are both negative health and social consequences that can occur as the result of use of alcohol, which may include assaults, both verbal and physical, as well as other problems related to the health as well as the productivity of the user. Use of alcohol by women who are pregnant, alcoholic, as well as other people who are all and or on medication is exspecially dangerous.

In any instance or situation Love Beauty School, Inc. / The Barber Academy will follow school policy as well as state law.

There are local, state, as well as federal laws that prohibit the unlawful possession, use, distribution, and or sale of alcohol as well as drugs. The courts will impose legal santionc on any individual that is found to have violated the laws regarding this. Legal sanctions may include, but will not be limited to: fines, jail time, loss of property, involuntary community service, medical and psychaictric treatment, probation, rehab, etc.

Status as a student or employee of Love Beauty School, Inc. / The Barber Academy In no way prevents courts from imposing any of the above listed sanctions. And again it is against school policy to consume or posess alcohol on school property, property owned by Tonya Liles, and any school related event.

Disciplinary Actions

Again the policy for Love Beauty School, Inc. / The Barber Academy is a zero tolerance policy. We maintain the right to impose certain disciplinary actions relating to the use, manufacturing, possessions, sale, or distribution to drugs or alcohol. For students and employees actions could result in : suspension, termination, referral to a rehabilitation center, referral for criminal prosecution.

Drug or Alcohol Convictions in the work place

In addition to the information given above as a condition of employment all employees are required to adhere to the same policies of our students. Employees are required to notify the owner of any criminal drug statute conviction within 5 days. Each employee understand within our policies that they to are a representation of the institution, being a drug free institution it is important that our employees, not just our students are drug free. All employees are given copies of this as well as other policies.

The school encourages any person or persons, students, staff, or guest who have an issue with the use of drugs and or alcohol to see the advice and or treatment from a licensed professional. The school can assist with the arrangement of education, counseling, intervention, treatment, rehab as well as aftercare. Some of these may be free of charge, however the rest would be required to be paid either by the student or staff members insurance or personal payment arrangements.

Students or Staff may obtain more information on this by contacting Bradford of Manchester TN, reviewing policies and procedures, counseling information listed in the consumer information handbook, or stop by the financial aid office for more assistance.

Drug and Alcohol use: Tennessee Law

In Tennessee it is against the law to sell, deliver, or consume alcohol by or to anyone under the age of 21, or anyone who is already intoxicated. Any violation of this may result in fines up to $2500, plus court cost, and up to 11 months and 29 days in jail.

It is also illegal for any person or persons under the age of 21 to present false identification in the efforts of purchasing alcohol.

Any violations that occur on school property, school policies, and state laws will be strictly enforced.

Drivers license or learner permits, may be suspended and or revoked, and substantial penalties exist in Tennessee for operating a motor vehicle under the influence. A blood or breath alcohol concentration of .08 or higher is illegal, however arrest can occur at lower levels if driving is impaired.

Average cost of DUI's In Tennessee:

Conviction	Fines	Jail Time	License Suspension
Refusing BAC Test	Possibly none	Possibly none	1 to 5 years
First Offense	$350 to $1,500	1 day to 11 months	1 year
Second Offense	$600 to $3,500	45 days to 11 months	2 years
Third Offense	$1,100 to $10,000	120 days to 11 months	3 to 10 years
Fourth Offense	$3,000 to $15,000	1 year minimum	5 years minimum

The possession and delivery of illegal drugs is also prohibited in TN. Penalties vary by the type and amount of drug that is confiscated, as well as the number of previous offenses.

- **Weapons or Injuries** – if you carried or used a weapon, or if someone suffered serious bodily injury or death, during the sale of any controlled substance it is a Class B felony in Tennessee, carrying a prison term of eight to 30 years and/or a fine of up to $100,000.
- **Schedule I drugs** – the sale of a Schedule I CDS, or 0.5 grams or more of cocaine or methamphetamine, is a Class B felony in Tennessee which carries a minimum of eight years and a maximum of 30 years in prison and/or a fine of up to $100,000.
- **Schedule II drugs** – the sale of a Schedule II CDS is a class C felony, punishable by three to 15 years in prison and/or a fine of up to $100,000.
- **Schedule III and IV drugs** – the sale of Schedule III or IV CDS is a Class D felony in Tennessee, punishable by two to 12 years in prison and/or up to a $50,000 fine.
- **Schedule V and VI drugs** – selling a Schedule V controlled substance is a Class D felony, punishable by one to six years in prison and/or a fine of $5,000 or $1,000 respectively.

Again with alcohol, drugs, etc. results vary from fines, probation, jail time, confiscation of personal property and or possession and more. For more information check the internet for state laws, and or the local law enforcement agencies.

Medical Cannabis (Marijuana)

Tennessee does not allow for the use of cannabis for medicinal purposes, therefore it is still considered an illegal substance or drug. Should it ever be considered legal, it will not be legal for possession, consumption, sale, use, or be under the influence of on the premises of the institution.

Sexual Misconduct / Violence Prevention

Love Beauty School, Inc. / The Barber Academy seeks to assist in the prevention of sexual misconduct and violence. The institution provides educational programs for prevention. The consumer information handbook as well as this document contain multiple resources for assistance, as well as counseling. The consumer information handbook, student catalog, as well as a vast amount of other material including VAWA information is located on our school website under student right to know at www.lovebeautyschool.net. There students can learn more about sexual assault, dating and domestic violence, as well as stalking as well as bystander intervention. During

orientation students watch a power point presentation to assist in these efforts including efforts regarding bystander intervention. As well as attend any training or presentations provided by the institution. We also provide counseling numbers, for additional resources. The same resources are provided to all students, those who have not been impacted, and those who have. Although we do not offer professional counseling services, we have provided students with the contact information of those who can provide the professional counsel in addition to many other services to the students specific situation.

Abuse and Neglect Reporting

If at any time you perceive someone is being abused or neglected you have an obligation to report this to the appropriate authorities, typically you would want to report to the institution, as well as the local police department. If it is a child then this also needs to be reported to the Department of Children's Services. Any reports to the institution need to be made in writing, and submitted to the owner of the institutions office within 24 hours.

Sex Offender Registration

TN State laws requires sex offenders to register in the database upon exiting prison, changing residences, etc. More information can be found at https://www.tn.gov/tbi/general-information/redirect-tennessee-sex-offender-registry-search/sex-offender-registry-law.html At this time there are no offenders currently located on campus, or enrolled in this institution. We also have the institutions email set up to receive notifications from the local authorities of new registries. If for any reason a student believes another individual client, or student is on the registry they are encouraged to notify the office in writing for review. If you yourself are required to report to the registry wither client, student, or employee you are required to notify this institution in writing within three days.

Results of Disciplinary Proceedings

Appropriate disciplinary, legal, and remedial actions may be taken in the event they are required to against any person, persons, and or groups responsible for engaging in crimes and or violence not limited to but including interpersonal violence (sexual assault, intimate partner violence, and stalking) These are the most common, that a college student could experience. Interpersonal violence can be committed by partners, strangers, acquaintances, ex's, or strangers.

Both the accuser and the person being accused are due the right to the same opportunities, to have each other present during a disciplinary proceeding, as well as both will be informed of the outcomes of any institutional decision made in regards to the situation / sex offense. The institution will upon written request will disclose to alleged victim of a crime of violence or sex offense the report on the results of a disciplinary procedure conducted by the institution against an alleged offender. If the alleged victim is deceased by the incident / crime / offense, the next of kin shall be treated as victim, however he or she must also make written request for information as well.

Anything New?

Not at this time.

Updates to policies?

Not at this time.

Annual fire and safety report

Again we do not have on campus housing at this time, however we do have a fire log, along with campus crime log, and accident logs, and should a fire or campus crime ever occur they will be logged and this information will be distributed to necessary parties.

Cleary Act Notices /Crime Statistics

Statistics in this report are published in accordance with the standards, guidelines, and requirements set forth by law enforcement as well as the requirements of the Jeanne Cleary Act. The number of victims involved in an incident will be indicated by the following classifications : Murder, non negligent manslaughter, manslaughter by negligence, sex offenses such as rape, fondling, incenst, statuatory rape and aggravated assault. For example if an assault occurs and there are 2 victims this would be counted as two assaults. It is not the same for robbery, burglary, and arson. If two individuals are walking together and they are robbed this is considered to be one instance of robbery. In terms of car theft, each car stolen will be a separate count. In violations of liquor law, drug law and illegal weapons, each individual arrested will be indicated in the crime statistics. If the arrest happens to include multiple violations, is its only counted as a drug law violation under the hierarchy rule. Again information under “Referred for Disciplinary Action”” section for drug and liquor law as well as illegal weapons violations

will indicate the number of people who were sent for student discplinary and charged with violating those specific policies /laws.

Statistics for hate crimes are indicated in each specific clery-reportable crime category and therefore are part of the overall statistics reported each year. There is an exception to this, and it would be the addition of bias motivated larceny, simple assault resulting in bodily injury, intimidation and vandalism; the law will require that this statistic be reported as a hate crime even though there is not any other requirement to report that crime in any other area of the compliance requirements.

Cleary Act Reporting

Publication of this report Is required by law. Crime Statistics are compiled by Love Beauty School, Inc, / The Barber Academy and whenever possible local law enforcement. These statistics are typically compiled on an annual basis using the definitions of crimes required by the cleary act. The report contains information for the previous 3 years, for any campus crimes that were reported. These statistics would also include any person or persons who was referred for disciplinary actions for categories in the Jeanne Cleary disclosure requirements including drug or alcohol violations as well as illegal weapons possession. Statistical information for off campus locations in our local area is compiled by the local law enforcement officials and is sometimes including but not required as it is not part of our reporting geography for the Cleary Act Requirements. A crime log is kept on file however to this point we have had no entries.

Hate Crime Definitions

Hate Crimes are crimes that manifest proof that the victim was purposefully selected because of their race, sexual orientation, gender, religion, gender identity, ethnicity, national origin, or disability. Reportable crimes that could be reported as a hate crime, are listed in crime statistics. Student Behavior referrals-this would include any person or persons who are not arrested for liquor law violations, drug, or illegal weapons possession, but they were reported as violations, and received disciplinary actions. A referral for disciplinary actions for violation of institutional policies related to or regarding alcohol, drugs, or weapons this does not necessarily mean that a violation of the law has actually taken place. Incidents reported where actual arrest take place are listed else where in the crime statistics however each will be identified in the report appropriately.

Larceny-Theft: The illegal taking, carrying, riding away in, or leading away of property that does not belong to you. This would include, storing the property at a different

location, although you may not have it on you or in your possession, if you are illegally storing someones stolen belongings this is larceny / theft.

Simple Assault- an illegal attack (physical) by one individual or another / multiple individuals, where neither offender displays a weapon, and the victim does not suffer severe bodily injury, such as broken bones, internal injury, loss of teeth, severe cuts, or loss of consciences.

Intimidation- To illegally place fear in another individual or individuals in regards to physical harm, through the use of threatening words or conduct, but without showing a physical weapon, or actually attacking the victim.

Destruction, Damage, and or the Vandalism of property- To purposefully or maliciously destroy, damage, injure, and or deface real or personal property without consent or approval of the owner that has custody or control over it.

If a hate crime were to occur where the incident and or crime includes intimidation, vandalism, or any of the other topics listed above the Law requires that the statistic be reported as a hate crime, even though there is no requirement, to report it elsewhere in the compliance document.

Violence against women (VAWA) Response to Domestic & Dating Violence, Sexual Assault & Stalking

Love Beauty School, Inc. / The Barber Academy does not discriminate on the basis of sex, or gender in any area of our educational, and or employment opportunities. We are required by the department of education as well as other laws not to discriminate. Should we learn of possible sexual misconduct, a through, as well as impartial and confidential investigation will begin taking place, in order to determine if school policies and or other laws have been violated. Sexual conduct includes but might not be limited to sexual harassment, sexual assault, dating, and domestic violence, as well as stalking. The institution does not require a victim to file a complaint however they are encouraged to do so. However regardless if a victim chooses to report sexual misconduct, the school will make all available and reasonable accommodations and or protective measures to the victim, upon request. The request will need to be made in writing.

Filing a complaint

TITLE IX- In addition to or in place of a criminal complaint any student that feels he or she has been the victim of sexual misconduct have the right to file a complaint with Love Beauty School, Inc., / The Barber Aacademy at any time, even in the event the local police department has determined there was not enough evidence to file a criminal complaint or for a criminal charge. A complaint of this type would need to filed in writing to the financial aid department. You may also email to love_beauty_school@yahoo.com, or call 931-954-5008 to discuss, however complaints must be made in writing using either an email, or a campus crime report.

Criminal Complaint-Victims of Sexual assault may file a criminal complaint by contacting the local police department. Manchester Police Department 931-728-2099, the Coffee County Sheriffs department 931-570-4221. You may also do this in person, however please contact the police department or sheriffs department for further information in the requirement to file a criminal complaint.

Anonymous / Confidential-Victims, bystanders, or third parties may file an anonymous and or confidential complaint. This will mean that the disclosure of the sexual misconduct will not cause an official investigation, but the victim could still receive information regarding medical treatment, advocacy services, legal assistance, as well as counseling. Any confidential complaint that is made is considered privileged communications and will not be disclosed to others including law enforcement, as well as other students and or staff members. Although confidential we still require it to be made in writing using a campus crime report. This can be emailed to love_beauty_school@yahoo.com , can also be placed in the suggestion box, or mailed to 1161 Murfreesboro Hwy Manchester, TN 37355.

Your Options (If you have been impacted by sexual assault, domestic violence, dating violence , or stalking)

- Get to a safe place
- Talk to someone you trust
  Love Beauty School, Inc. / The Barber Academy has an open door policy, however if you are uncomfortable speaking with a staff member, although we do not employe a professional or pastoral counselor we do want to make these resources available to you. In the event you may need someone to talk with and

do not wish to speak with your instructor or other member of the staff please feel free to contact one of the counseling resources below:

Family Counseling Center 931-723-0380

Haven of Hope 931-728-1133.

*Please be advised Love Beauty School, Inc. / The Barber Academy is not and will not be liable in any way regarding any situation that is not a direct result of our negligence, we are not required to recommend someone to speak with however we have made the above list available to you.

- Preserve Physical evidence

  Physical evidence could be required and or necessary in order to prosecute the offender, as well as being helpful in obtaining an order of protection. Id possible don't shower or bathe, wash your hands, smoke, use the restroom, change your clothes, or brush your teeth if you have been assaulted. This could assist in determining and or proving who the offender was through medical exams, dna testing, etc.

- Seek Medical Attention

  It is crucial that you seek medical attention for a variety of reasons. Unity Medical Center of Manchester can provide medical services, as well as collect evidence. The Hospital is located at 481 Interstate Dr, Manchester, TN 37355. Their phone number is 931-728-6354. If necessary you may call 911 directly, and they will send an ambulance to carry you to the hospital in the event of an emergency, be sure to disclose what happened to the EMT's to ensure the preservation of evidence. Again you are highly encouraged to seek medical attention, even if you decide not to file a criminal report, or even a complaint with the institution. For more information on the hospital procedures / sexual assault kit please contact your local hospital as various hospitals may have different requirements. Again it is encouraged that victims not bathe, douche, smoke, change clothes, clean linens where you were assaulted if it occurred within the last 96 hours so that evidence may be preserved, which could assist in proving and prosecuting the offender as well as obtaining the order of protection. If you do not opt for forensic evidence collection, health care providers can still treat injuries, and assist you in the next steps to address concerns of stds, pregnancies, etc. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to preserve evidence in any way they can, such as saving of text messaging, social media communications, photos, logs, that could be beneficial to school administration, or the police departments, etc. As time passes evidence may become lost, unavailable, which would make an investigation, prosecution, disciplinary proceedings, obtaining orders of protection, etc. more difficult.

  If the victim makes the choice not to file a complaint regarding an incident, he or she should still consider speaking with the hospital or other law enforcement regarding the preservation of evidence should he or she decide to make a complaint at a later date. Evidence assist in proving the alleged event occurred, and or might be helpful in obtaining an order of protection.

- Report the Incident

We can not say enough, that victims are encouraged to report any incidents of sexual assault to the local law enforcement agencies, as well as The school administration. However by law, this is not a requirement. Reportings to the school administration must be done in writing, either via email, fax, mailed, dropped in suggestion box, anonymous envelope, etc. You may contact 931-954-5008 to discuss other options, however reports should be made in writing, there are also forms available at the financial aid office for use.

Retaliation will not be tolerated against anyone who chooses to report sexual misconduct, any reports of this retaliation behavior will be addressed immediately.
Local law enforcement also recognizes the victim / survivors rights not to report. Or pursue any formal method of reporting sexual misconduct as well as their right to or not to seek counseling or medical services.

Bill of Rights for Victims

- Be informed of all options for reporting
- Be free from pressure to file and or make a criminal report
- Have any accusations of sexual misconduct, which would include sexual assault, harassment, domestic and dating violence, as well as stalking investigated, and handled by the school, as well as criminal and or civil authorities
- Be notified and or made aware of existing campus / community medical services, victim advocacy, legal assistance, visa and immigration support, student financial assistance, order of protection support, mental health as well as counseling services regardless of wither or not the event / incident is report to law enforcement and or civil authorities
- Receive, when required the cooperation of school staff, in the event of obtaining, as well as securing and preserving evidence
- Be informed of your options for available assistance, as well as procedures in how to obtain this assistance, such as changes to academic schedules, etc. As well as protective measures

available and or offered by Love Beauty School, Inc. / The Barber Academy

- ## Active Bystander

Bystander intervention means any safe and positive option that could be carried out byt an individual or multiple individuals that could potentially prevent harm, or intervene when there cold be a risk of dating violence, domestic violence, sexual assault, or stalking. This would include being able to recognize a situation of potential harm, understanding the structure of the school, cultural conditions that facilitate violence, overcoming barriers to intervene, identifying safe and effective intervention options, and taking action to attempt an intervention.

Bystanders can play a critical role in the assistance of preventing sexual as well as relationship violence. These are considered to be any individual that observes violence or is a witness to a condition that could or does perpetuate violence. Although they are not considered to be involved directly they have an opportunity and a choice to speak up, or do something about the situation. It is important that everyone understand their accountability, and or responsibility to intervene when ever possible, this is something Love Beauty School, Inc. / The Barber Academy encourages bystander intervention whenever possible so long as it does not cause further harm. We recognize that you may not always know what to do even if you did want to help, so below we have listed some steps you can assist in being an active bystander. If you or someone else is in immediate danger dial 911. This could be someone is yelling at another individual, or is being physically abusive towards another person, or persons and it is not a safe situation where you could actually intervene or interrupt.

1. Watch out for each other as well as employees. If you see someone who looks like they could be in trouble ask if they are ok.
2. Confront people who try to seclude, hit on, try to make out with, or act sexually inappropriate with someone who is incapacitated.
3. Speak up when you hear someone discuss a plan of taking sexual advantage of another individual.
4. Believe when ever someone discloses sexual assault, abusive behavior, or stalking allegations.
5. Refer others to on or off campus help such as the local police department, counseling information, school administration, medical assistance, etc.

Risk Reduction

Risk reduction creates options that are designed to decrease the perpetration and bystander inaction, and to increase the empowerment for victims in an effort to promote and encourage safety as well as to help an individual as well as communities look at conditions that may facilitate violence. Without an intent to blame the victim, and to recognize that the abuser is responsible for his or her actions and abuse, below are some tips to help reduce the risk of sexual assault or harassment towards an individual. (Taken from Rape Abuse and Incest National Network, www.rainn.org)

1. **Be Aware** of your surroundings. Knowing where you are and who is around you might help to find a way to get out of a bad situation.
2. Try to avoid **isolated areas.** It is more difficult to get help when no one is around.
3. **Walk with purpose**. Pretend like you know where your going, even if you don't.
4. **Trust your instincts**. If you are in a situation that doesn't feel right, it is probably not.
5. **Try not to load yourself down** with mail, bags, packages, etc. This can make you more vulnerable.
6. **Make sure your cell phone is with you** and charged, and that you have money for transportation.
7. **Don't allow yourself to be isolated** with a person or persons you don't know, or maybe you know them, but don't trust them.
8. **Avoid putting music headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.
9. **When you go to a social gathering, go with a group of friends.** Arrive together**,** check in with each other throughout the evening and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. **Trust your instincts.** If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact local law enforcement at 911.
11. **Don't leave your drink unattended** while talking, dancing, using the restroom or making a phone call. If you happened to leave your drink alone, get you a new one.
12. **Don't accept drinks from people you don't know or trust.** If you choose to accept a drink, go with the person to they bar to order it, watch it being poured, and carry it yourself. At parties don't drink from large punch bowls, or other large common open containers.

13. **Watch out for your friends, and vice versa.** If a friend seems out of it, is way to intoxicated for the amount of alcohol they've had or is acting out of character, get them to a safe place immediately.
14. **If you suspect you or a friend has been drugged contact law enforcement immediately at 911.** Be explicit with doctors so they can give you the correct test (you will need a urine test, and possibly others).
15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
    a. **Remember that being in this situation is not your fault.** You did not do anything wrong; it is the person who is making you comfortable who is to blame.
    b. **Be true to yourself.** Don't feel obligated to do anything you don't want to do. I don't want to is always a good enough reason. Do what feels right, and what your comfortable with.
    c. **Have a code word** with your friends or family if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
    d. **Lie.** If you don't want to hurt the persons feelings it is better to make up a reason to leave than to stay and be uncomfortable, scared or worse. Some excuses you could use are: Needing to take care of a friend or family member not feeling well, having somewhere else that you need to be, etc.

16. **Try to think of an escape route.** How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone near by?
17. **If you and / or the other person have been drinking,** You can say that you would rather wait until you both have full judgement before doing anything you might regret later.

1 Burn, S.M. A situation model of sexual assault prevention through bystander intervention. Sex roles 60,779-792
2Bystander Intervention strategies adapted from Stanford University's office of Sexual Assault and Relationship Abuse

Prevention Programs: Domestic & Dating Violence, Sexual Assault & Stalking

Love Beauty School, Inc. / The Barber Academy engages and educates students in programs, initiatives, strategies, and campaigns intended to bring about awareness and end dating / domestic violence, sexual assault as well as stalking that are the following:

A. Relevant to our culture, include a diversity of students, staff, clients, communities, etc. These programs are sustainable, responsive, and also they are informed by research, or assessed for value, effectiveness, and outcomes.
B. Along with considering the environment risk and protective factors as they related and or occur on the relationship, community, society, as well as individual levels.

Education programs can consist of prevention as well as awareness programs for all incoming students as well as staff members. This is done via a power point presentation. Love Beauty School, Inc. / The Barber Academy prohibits the crimes of domestic and dating violence, sexual assault, as well as stalking, as each term is defined by the jeane cleary act.

Prevention and Awareness Programs

Love Beauty School, Inc. / The Barber Academy Tennessee Benefit Counselors, LLC. Promotes the mission of Love Beauty School, Inc. / The Barber Academy by offering training, classes, programs, etc. They are free from any type of unfair, unequal, or discriminary treatment, comply with all necessary laws, and additionally provide training to learn about and prevent any type of discrimination, as well as sexual misconduct.

These classes are a campus resource, and provide a wide variety of programs and paths for students, staff and faculty to increase awareness of dating violence, domestic violence, nondiscrimination, stalking, as well as sexual assault. Also to intervent, prevent violence, limit risk as much as possible, as well as reporting concerns. Sessions are provided throughout the year with opportunity for both student and staff participation when available, otherwise this information can be found online under student right to know.

In regards to employees, sexual misconduct training begins almost immediately into their employment. Each employee will receive a 30 minute presentation, which

describes their responsibility to know the law, to not violate or break the law, and the importance of following Love Beauty School, Inc. / The Barber Academy policies which is emailed to them upon employment. They are also taught the importance of reporting any incidents that they have witnessed, or have been brought to them with respect to the victims choice.

Each employee is made aware of the importance of furthering their knowledge and is given a list of links, to watch for further training.

The Jeane Cleary Act, as well as state and federal laws require that we provide this type of training to our students, and our staff. Each new student and staff member are required to complete webinars regarding alcohol and drug use, sexual misconduct, reporting procedures, bystander interventions, available resources, Love Beauty School, Inc. / The Barber Academy expectations of students and staff, and faculty.

Reportable Crimes and Definitions

Murder / Manslaughter by negligence: The willful (non negligent) killing of one human being by another.

Negligent Manslaughter: The killing of another human being by gross negligence.

Sexual Assault: Any non concensual sexual act proscribed by federal or Tennessee law, including when the victim lacks capacity to consent. An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the fbs's ucr program.

Sex Offenses: Any sexual act directed against another person. Without the consent of the victim, even in situations where the victim was not capable of giving consent.

Rape-Penetration of the vagina or the anus with any body part or an object also including oral penetration by sex organ of another person without the consent of the victim.

Fondling-The touching of private body parts on another person for sexual gratification without the consent of the victim, this also includes when the victim is not capable of giving consent due to age or mental capacity.

Incest-Sexual intercourse by two individuals whom are related to one another where in marriage is prohibited by law.

Statutory Rape-Sexual intercourse with an individual who is under the statutory age of consent

Domestic Violence-1)A felony or a misdemeanor crime violence committed by the current or former spouse can also include an intimate partner of the victims, can also be a person whom the victim shares a child with or someone he or she is currently cohabitating with, or cohabitated with, the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; by any other person against an adult or youth victim who is protected from that person's axe under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred or;

2)Physical abuse, harassment, intimidation of a dependent, interference with a personal Liberty or willful deprivation of a family or household member, which include spouses, former spouses, parents, children, stepchildren, as well as other People related by blood. This could also include stepchildren and other persons related by blood or back present or prior marriage who share or formally shared a common dwelling, People who have or allegedly have a child together, and People who share or allegedly share . a blood relationship through a child

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. For the purpose of the definition dating violence includes but would not be limited to sexual or physical abuse or the threat of such abuse. Dating Violence does not include acts covered under the definition of domestic violence. Any incident meeting this definition is considered a crime for the purposes of clearing act reporting period. Starting to use physical, mental or emotional abuse to control another person whenever in a relationship with them. The existence of a dating relationship in one or two above shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the Type of relationship and the frequency of interaction between the persons involved in the relationship.

Stalking-Participating or engaging in a course of conduct directed as a specific person that would cause a reasonable person to fear for their safety or the safety of others or suffer substantial emotional distress. For the purposes of this definition: course of conduct would mean 2 or more acts, included but not limited to, acts where the stalker directly, indirectly, or through another individual, by action, method, device, following, monitoring, threatening, or even communicating about or with another individuals, or interfering with a individuals belongings; (ii) Definition of a Reasonable person- a reasonable person whose identities to the victim are similar or under similar occurrences; (iii) Definition of Substantial emotional distress- mental suffering or

torment that may, but doesn't technically need medical or professional treatment or counseling; (iv) Incidents meeting this definition is considered a crime for the purposes of Clery Act reporting (42 U.S. Code Section 13925 (a) (30)) or,

2. (A) Knowingly and without lawful validation, on not less than two separate occasions, following another individual or monitoring the individual under surveillance or any combination and (i) at any time transmitting a threat of future intent to harm, sexual assault, restraint, and the threat directed toward the individual or a family member of the individual, or (ii) places that the individual is in reasonable fear of immediate or future bodily harm, sexual assault, confinement or restraint to or of that individual or a family member of that individual; or

(B) when a person who was previously convicted of stalking another individual, knowingly and without lawful justification on at least one particular time, (i) goes behind that same individual or puts that same individual under surveillance; and (ii) feels a instant threat of future bodily harm, sexual assault, confinement or restraint to that individual or a family member of that individual. (720 ILCS 5/12-7.3)

3. Stalking can be experienced by any physical act or electronic device, such as computers or cell phones.

Robbery: Taking or attempting to take anything of value from the care, custody, or control of an individual or an individual's force or threatening force, violence and/or causing a victim fear.

Aggravated Assault: A unlawful attack by one individual upon another for the purpose of inflicting intense or aggravated bodily harm. Aggravated Assault usually results in using a weapon or likely meant to produce death or major bodily harm. It is not necessary that harm results from aggravated assault when a weapon, such as a gun or knife or other dangerous weapon is used that may potentially injure an individual if the crime were successfully completed.

Burglary: Unlawful admission of a structure to commit a felony or theft. Definition for reporting purpose- unlawful entry with intent to commit a larceny or a felony, breaking and entering with the intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (All cases are identified as motor vehicle theft where vehicles are taken by individuals who do not have lawful access even though the vehicle is later abandoned, including joy riding.)

Arson: Any willful or malicious burning or attempt to burn, with or without the intent to defraud, a dwelling, house, public building, aircraft or motor vehicle, or ones' personal property, etc.

Liquor Law Violations: Any violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; bootlegging, maintaining unlawful drinking settings; operating a still; providing liquor to a minor or intemperate person; using a motor vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of these aforementioned. (This definition does not include, Drunkenness and driving under the influence.)

Drug Abuse Violations: Any violation of state and local laws in connection with the unlawful possession, sale, use, growing, and production of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine), marijuana, synthetic narcotics (Demerol, methadone) and harmful non-narcotic drugs (barbiturates, Benzedrine).

Illegal Weapons Law Possession: Violation of law or any ordinance dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of any deadly weapon; concealing, carrying, and furnishing deadly weapons to minors; aliens possessing deadly weapons; all and attempt to commit the aforementioned.

Clery reportable offense crime definitions are taken from the FBI Uniform Crime Reporting Handbook.

Awareness Programs: Any community wide program that shares information and resources to prevent any crime, violence, and promotes safety and reduces harm.

Bystander intervention: Any individual that provides safe and positive options to prevent harm or intervene when the risk of dating violence, domestic violence, sexual assault or stalking could take place.

Bystander intervention includes:

-Understanding situations of potential harm.

-Understanding structures and cultural conditions that facilitate violence, overcoming barriers to step in, acknowledging safe and effective intervention options, and taking any action to step in and help.

Ongoing prevention and awareness campaigns: Programming, initiatives and strategies informed by research or assessed for the value, effectiveness or outcome that are intended to stop dating violence, sexual assault, and stalking before the promotion of positive and healthy behaviors that take care of healthy, similar respected relationships

and sexuality, promoting safe bystander intervention, and to seek for any behavioral or social change in healthy and protected directions.

Risk reduction: Options designed to decrease perpetration and bystander inaction and to increase empowerment for victims in order to provide safety and to help individuals and communities address any situation that facilitates violence.

Prompt, fair, and impartial proceeding: Any proceeding that is finished within a reasonable prompt timeframe designated by an institution's policy, including a process that allows an extended timeframe for good cause and with written notice to the accuser and the accused of the delay and the reason for any delay.

Conducted in a manner that:

- Is Constant with the institution's policies and clear to the accuser and the accused.
- Includes timely notice of meetings in which the accuser or accused, or both may be present.
- Provides timely and equivalent access to the accuser, the accused and appropriate officials to any information that will be used during any informal or formal disciplinary meetings and hearings.
- Contains no conflict of interest or bias on behalf of the officials toward the accuser or the accused.
- Ensures the conducting officials have, at least, received yearly training on the issues that pertain to dating violence, domestic violence, sexual assault and stalking and how to conduct an investigation and hearing process that promotes accountability and safety for the victims.

Advisor- Any individual who provides the accuser or accused, any guidance or advice.

Programs to prevent dating violence, domestic violence, sexual assault and stalking: Comprehensive, intentional and integrated programming, initiatives, strategies, and campaigns that are meant to end dating violence, domestic violence, sexual assault and stalking that:

-Culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome; and consider environmental risk and protective factors such as when they occur on the individual, relationship, institutional, community and societal levels.

Programs to prevent dating violence, domestic violence, sexual assault and stalking including primary prevention and awareness programs pointed at new students and employees and ongoing prevention and awareness campaigns directed at students and employees.

Proceeding: All activities related to a noncriminal resolution of an institutional disciplinary complaint, including but not limited to, fact-finding investigations, formal or informal meetings and hearings. Proceeding does not include communications and meetings between officials and victims concerning accommodations or protective measure to be provided to any victim.

Result: An initial, interim and final decision by any official or entity approved to resolve disciplinary matters within the institution.

The result must include any sanctions imposed by the institution.

Unfounded Crimes: An institution may withhold, or remove, a reported crime from its crime statistics in the rare situations where sworn or commissioned law enforcement personnel have fully investigated the reported crime and, based on results of this full investigation and evidence, have made a formal decision that the crime report is not true or baseless and therefore “unfounded”. Only sworn or commissioned law enforcement personnel may “unfound” a crime report for purposes of reporting under this section. The recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with the prosecution and the failure to make an arrest do not “unfound” any crime report.

Consent: A transparent, informed, voluntary, and freely given agreement between all participants to knowingly engage in sexual activity. Consent has to be understood mutually with words or actions (i.e., a reasonable individual would consider the words or actions to indicate mutual agreement to engage in sexual activity). Consent is active and may not be based on the absence of an affirmative statement or act of denial. Silence or lack of resistance does not constitute consent. It is the responsibility of the individual to seek or receive consent of the sexual acts or acts regardless of whether the person initiating the act is under the influence.

Consent to any sexual act or prior consensual sexual activity between or with any party does not consent to any other sexual act. Consent to engage in sexual activity with one individual does not constitute consent to engage in sexual activity with another.

Consent may be given but withdrawn at any certain time. Consent cannot be given when an individual is incapacitated (which includes but is not limited to, an individual or someone with any physical or mental disability and/or level of intoxication that causes impairment resulting in incapacitation), asleep, unconscious, or underage. Consent can’t

be given when it is a result of coercion, intimidation, or forcing threat or harm to an individual. The school prohibits any sexual activity that is not consensual between each individual. In order to act or engage in sexual activity consent must be given. Consent should also be given to any individual who records or photographs any aspect of sexual activity as well as any third parties who wish to view the sexual activity in either individual or by any electronic equipment, methods or devices. Any of these acts will be deemed to be sexual exploitation. Sexual Exploitation includes, but is not limited to, the following acts:

-Sexual voyeurism or allowing another to observe the sexual or intimate activity of another individual without that individuals full consent.
-Indecent or lewd exposure or inducing another person to expose themselves when consent is not present.
- Recording any individual engaged in sexual activity or intimate activity in a private space without the individual full consent and knowledge, even if the individual recording the sexual activity is also engaged in the consented to sexual activity.
-Distributing sexual or intimate information, images or recordings about another individual without the person's full consent.
-Recruiting, harboring, transporting, providing, or obtaining another person for the purpose of sexual exploitation.
-Inducing incapacitation of another person with the intent to engage in sexual conduct, regardless of whether prohibited sexual contact actually does occur.
The definition of consent does not vary based upon a participant's sex, sexual orientation, gender identity or gender expression.

Ongoing Prevention and Awareness Campaigns

Love Beauty School, Inc. / The Barber Academy provides training and presentations 1-2 times yearly in the form of safety classes through the Manchester Police Department, sexual assault and domestic abuse training with Melissa Bullard and also a detailed power point online, or videos posted on our school website.

Sexual Assault:

1. Love Beauty School, Inc. / The Barber Academy will provide complainant with access to medical care (depending on when reported).
2. Love Beauty School, Inc. / The Barber Academy immediately will assess safety needs.

3. Love Beauty School, Inc. / The Barber Academy assists with complaints and contacting the local authorities if the complainant requests AND provides the complainant with contact information for local police department.
4. Love Beauty School, Inc. / The Barber Academy provides referrals of mental health providers to the complainant.
5. Love Beauty School, Inc. / The Barber Academy will assess need to implement temporary or long-term protective measures.
6. Love Beauty School, Inc. / The Barber Academy will provide a written statement of the victim's rights and options.
7. Love Beauty School, Inc. / The Barber Academy will make a "No Trespass" directive to the accused party if considered suitable.
8. Love Beauty School, Inc. / The Barber Academy provides written documentation on how to apply for an order of protection.
9. Love Beauty School, Inc. / The Barber Academy provides copies of the policy applicable to Sexual Assault to the complainant and informs the complainant of timeframes for investigation and resolution.
10. Love Beauty School, Inc. / The Barber Academy will notify the complainant of the outcome of the investigation, whether the accused will be charged and what the result of the hearing is.
11. Love Beauty School, Inc. / The Barber Academy will enforce the anti- retaliation policy and take immediate and separate action against any individual who retaliates against an individual for complaining of sex-based discrimination or for helping in the investigation.

Stalking:

1. Love Beauty School, Inc. / The Barber Academy will assess safety needs or concerns with the complainant.
2. Love Beauty School, Inc. / The Barber Academy will help the complainant with contacting the local authorities if complainant requests AND will provide them with contact information.
3. Love Beauty School, Inc. / The Barber Academy provide written instructions on how to apply for an order of protection.
4. Love Beauty School, Inc. / The Barber Academy will provide written documentation to the complainant on how to preserve any evidence.
5. Love Beauty School, Inc. / The Barber Academy will assess need to implement temporary or long-term protective measures to protect the complainant.
6. Love Beauty School, Inc. / The Barber Academy will provide the victim with a written documentation of the victim's rights and options.

7. Love Beauty School, Inc. / The Barber Academy will provide a “No Trespass” official to the accused individual if appropriate.

Dating Violence:

1. Love Beauty School, Inc. / The Barber Academy will assist with the immediate safety needs of any complainant.
2. Love Beauty School, Inc. / The Barber Academy will assist the complainant with contacting local authorities.
3. Love Beauty School, Inc. / The Barber Academy will provide written instructions on how to file for an order of protection.
4. Love Beauty School, Inc. / The Barber Academy will provide written documentation to the complainant on how to preserve any evidence.
5. Love Beauty School, Inc. / The Barber Academy will assess any need to implement temporary or long-term protective measures to protect the individual if appropriate.
6. Love Beauty School, Inc. / The Barber Academy will provide the victim with a written explanation of the victim’s rights.
7. Love Beauty School, Inc. / The Barber Academy will provide a “No Trespass” directive to the accused individual if deemed appropriate.

Domestic Violence:

1. Love Beauty School, Inc. / The Barber Academy will assist with the immediate safety needs of any complainant.
2. Love Beauty School, Inc. / The Barber Academy will assist the complainant with contacting local authorities.
3. Love Beauty School, Inc. / The Barber Academy will provide written instructions on how to file for an order of protection.
4. Love Beauty School, Inc. / The Barber Academy will provide written documentation to the complainant on how to preserve any evidence.
5. Love Beauty School, Inc. / The Barber Academy will assess any need to implement temporary or long-term protective measures to protect the individual if appropriate.

6. Love Beauty School, Inc. / The Barber Academy will provide the victim with a written explanation of the victim's rights.
7. Love Beauty School, Inc. / The Barber Academy will provide a "No Trespass" directive to the accused individual if deemed appropriate.

Victims' Rights and Love Beauty School, Inc. / The Barber AcademyResponsibility

Rights of the Victim and the Schools Responsibilities for Orders of protection, "No Contact" Orders, Restraining Orders, Or Similar Lawful Orders Issued by a Criminal, Civil, or Tribal Court or by the School.

Love Beauty School, Inc. / The Barber Academy complies with all Tennessee laws in acknowledging orders of protection by issuing the resources in the chart on the following page to comply with protective orders and assist any victim. Any individual who receives an order of protection from Tennessee or any reciprocal state should provide a copy to the office administrator. A complainant may then meet with the administrator to develop a Safety Action Plan, which is a plan used to reduce risk of harm while attending our school. The safety plan may include, but is not limited to: escorts, special parking arrangements, changing a class or allowing students to complete assignments at a different setting. This school cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdictions.

This school may issue an no contact order if deemed appropriate or at the request of the victim or accused. If the school receives a report that the no contact order has been violated, the school will then issue a disciplinary proceeding to the accused and will impose sanctions if the accused is found accountable for violating the no contact order.

For Accommodations and protective measures

Accommodations and Protective Measures Available for Victims:

Love Beauty School, Inc. / The Barber Academy will provide written documentation to students and employees about accommodations available to them, including academic, living, transportation and working situations any time a domestic violence, dating violence, sexual assault, or stalking report is received. Written documentation will include information pertaining to the accommodation options, available assistance in requesting accommodations and how to request accommodations and protective measures.

At the victim's request, and to the extent of the victim's cooperation and consent, school offices and administrators will assist the victim in receiving accommodations. If reasonably available, a victim may be offered changes.

Information for Victims

On- and Off- School Services for Victims:

Love Beauty School, Inc. / The Barber Academy will provide written documentation to students and employees about existing assistance with and/or information about resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aide and assistance in notifying appropriate local authorities, upon receipt of a report of domestic violence, dating violence, sexual assault, or stalking.

On campus	Types of Services Available	Service Provider	Contact Info.
Academics etc.	Counseling & Consultation	Financial Aide	931-954-5008
Health	Health Services	Unity Medical	931-728-6354
Mental Health	Psychology	Bradford Health	1-866-977-7158
Victim Advocacy	VAWA offenses	Referral to off campus	

Off campus	Types of Services Available	Service Provider	Contact Info.
Health	Hospital	Unity Medical Center	931-728-6354
Mental Health	Counseling Center	Bradford Health	1-866-97-7158
Victim Advocacy	Sexual Assault	Haven of Hope	931-728-1133

Other	Depression	Depression Crisis Hotline	1-800-273-8255
Other	Suicide	Suicide Hotline	1-800-273-8255

Other resources available to individuals who report being the victim of sexual assault, domestic violence, dating violence or stalking, include:

Rain.org- Rape, Abuse and Incest National Network

Ed.gov/about/office/list/ocr/index.html- Department of Education, Office of Civil Rights

Sexual Misconduct policies and complaint procedures

I. Purpose

Love Beauty School, Inc. / The Barber Academy Mission is to promote excellence and engagement in teaching and learning, research and scholarship, and outreach and service. Love Beauty School, Inc. / The Barber Academy works hard to ensure that civil and professional interactions among all the staff, faculty, and students support the mission in an effective and ethical manner. We also have a 0 tolerance policy for sexual harassment, etc.

Sex discrimination also includes sexual misconduct in the form of sexual harassment, hostile work environment, sexual violence of any kind, domestic violence, dating violence, stalking and gender/sex based harassment or discrimination all of which represent conduct/behavior that is prohibited by the policy in accordance with Title IX.

All students and faculty of Love Beauty School, Inc. / The Barber Academy along with visitors and guests are expected to present themselves in a respectable manner. In order to provide recourse for allegations of inappropriate treatment involving sexual misconduct by faculty, staff, or students, the procedures in this Policy will be used.

Throughout these procedures, all individuals involved should apply discretion in receiving and giving any information. All complaints and/ or allegations must be filed in accordance with this policy and will be thoroughly checked in fair manner, and in accordance with any applicable federal and state laws.

II. Policy

Notice of Non-Discrimination

Love Beauty School does not discriminate on the basis of sex, gender, gender identity in any phase of its educational or employment programs. Love Beauty School, Inc. / The Barber Academy will not tolerate sex discrimination in the form of sexual misconduct. If at any time a instance may come about an investigation will be conducted in a prompt manner.

Retaliation Prohibited

Retaliation against any person who opposes what they believe to be discrimination on the basis of sex, gender, gender identity, or in the form of sexual misconduct, is prohibited by this Policy. If any individual makes any attack against another who is making a complaint of sexual misconduct, being a witness for an investigation, or being involved in the complaint will be subject to face discipline.

Application of this Policy

This policy applies to all students, employees, and third parties, regardless of race, color, national origin, ancestry, sex, religion, age, physical and mental disability, marital status, veteran status, sexual orientation, gender identity, political affiliation, or any other issue that is unrelated to professional or educational qualifications.

Pregnancy

Love Beauty School, Inc. / The Barber Academy forbids discrimination against students, faculty, and staff based on pregnancy, childbirth, termination of pregnancy, or recovery from any of these conditions.

Responsible Employees

Love Beauty School, Inc. / The Barber Academy is to address any act of sexual misconduct of which a responsible employee or member of staff knew. A "responsible employee" is any employee who:

(1) Has authority in the school to take action and address sexual misconduct;
(2) Has been given the duty of reporting any incident of sexual misconduct;
(3) A student could reasonably believe has this authority.

At Love Beauty School / The Barber Academy "responsible employees" include faculty members, administrators, and administrative professionals in a supervised capacity or who have regular interactions with students.

Reporting Obligations

A responsible, trusted employee must report to the school all details about alleged sexual misconduct that the student or other individual has shared and that the school will need to determine what happened and how to resolve the issue at hand. This includes the names of the alleged Respondent (if known), the misconduct, and any other individual that may be involved as well as any known facts, including date and time and the place the incident occurred.

Before an individual releases any information that he or she may wish to keep confidential, a responsible employee or member of the staff must make sure that every effort to ensure that the individual understands:

(1) The employees obligation to report the name of the alleged respondent and any individual involved in the alleged sexual misconduct, along with any relevant facts that pertain to the incident.
(2) The individuals option to request that the school maintains confidentiality
(3) The individuals ability to share the information confidentiality with confidential resources that were identified.

A responsible employee should provide the following information to a Claimant:

(1) The reporting acts as discussed above of the responsible employee
(2) Claimants option to request confidentiality and available
(3) The individuals right to follow a complaint with Love Beauty School Inc. / The Barber Academy
(4) Claimants right to report a crime to the school or the local law enforcement.

Title IX Title IX Coordinator

The Title IX Coordinator role is to manage implement, and administer this Policy, including the enforcement of any complaints within. The Title IX training programs, ensuring the prompt and appropriate resolution of any complaints. Questions or Concerns may be directed to Tonya Liles (Title IX Coordinator) at (931) 954-5008.

IV. Reporting Options

Addressing Sexual Misconduct

Any Student or employee who witnesses and/or experiences what the person believes to be a form of any sexual misconduct as defined in the Policy is

encouraged to (1) File the Complaint (2) File the Criminal Complaint (3) File an anonymous /confidential complaint using the campus crime report and procedures.

This policy also acknowledges the decision of the victim/ survivor not to pursue any formal method of reporting the sexual misconduct and to find counseling and assistance in formal methods.

File a Title IX complaint

Who may file a Title IX Complaint

Any Love Beauty School, Inc. / The Barber Academy student, employee, third party, or bystander on the school grounds or those acting on another's behalf (example parents or guardians) may file a Title IX sexual misconduct complaint to report acts of sexual misconduct to report any act of sexual misconduct in treatment towards any student, employees, or third employees.

How to File a Title IX Complaint

A formal Title IX complaint can be filed utilizing one of the following options;

Complaints should be filed within 24 hours, whenever possible.

*Contact financial aid department / Police

*File a Report / Campus Crime Report

Additional documents can be submitted but is not required.

What to expect if a Title IX complaint is filed

If a Formal Sexual misconduct Complaint is filed, a preliminary review of the complaint will be of the complaint will be conducted by the Title IX Coordinator to determine if there is enough facts and evidence to issue a investigation.

According to new guidelines as of Aug 2020 it is the schools responsibility to gather specific evidence. Parties may also gather evidence of their own, and discuss the allegations.

Both parties will receive an equal opportunity to present the evidence, or witnesses no matter which side or whos version of events that evidence supports.

Parties would be notified in writing in advance of any meetings, hearings, etc they would need to participate in.

Both sides would be given an equal opportunity to review and respond to any evidence gathered during an invesitation for a period of 10 days.

Parties may also provide a written response to the investigative report before a hearing.

Please be advised as a post secondary school we are required to hold a live hearing, where each partys advisor has an opportunity to cross examine not only the parties but also the witnesses for either side. If someone is absent from a hearing the school must give time for them to submit written questions / responses.

Also at any time a report is filed schools must make contact with the claimant to inform them of their right to request supportive measures and ensure they understand they are NOT required to file a formal complaint and that a Formal complaint must be investigated, using required procedures.

The issue of confidentiality and retaliation will be discussed with the claimant and information from counseling

and consultation services. The claimant will be provided with information on how to file a police report and information related to confidential counseling.

Who may file a criminal complaint

Any student, employee, third party or bystander is allowed to file a criminal complaint.

Note: A criminal complaint with the Manchester Police Department can be filed at any time and is encouraged to occur in cases such as sexual violence, including incidents such as rape, sexual assault, violent sexual stalking, and/or sexual abuse.

How to File a Criminal Complaint

Coffee County sheriff : phone numbers provided previously

Manchester Police Department : phone numbers provided previously

What to expect if a Police report is filed

An officer will make you aware of any services that are available to you.

What to Expect if a Police Report is Filed

Manchester Police Department will have you meet with a full-time sworn in officer to discuss the incident, and to file an official report.

The officer will let you be aware of services that are available to you both at school and out of school and will give you contact information with a Confidential advisor from Counseling and Consultation Services. Finally the officer may go to the hospital to gather additional information and evidence, and then relay to the school the sexual misconduct has occurred.

If it is a criminal matter, the police will then undertake a look into the incident. Once enough information is gathered, you may be asked to sign a criminal complaint, which is also know as filing a charge.

Any signed complaint, will be filed with the circuit clerk, and the State's Attorney will become involved in the matter. A warrant may be issued at this time. If the State becomes involved the matter will then be between you and the State's Attorney's office.

For Students and Staff

File an Anonymous/Confidential Counseling and Assistance

Who can Seek Confidential Counseling and Assistance

Any Student, Employee, third party, or bystander may request that the matter involving sexual misconduct remain confidential and/or anonymous as explained in this policy.

What to Expect when confidentiality is requested

If an appellant chose to remain anonymous completely and uses confidential resources, no complaint will be filed. If the appellant chooses to report the incident to any reporting entity on the school grounds, but asks to remain confidential the Title IX Coordinator will determine if confidentiality can be remained.

Amnesty Provision

Amnesty directs to replace the barriers that may prevent an individual from announcing an incident of sexual misconduct. If a report of sexual misconduct is reported in good faith, the reporting party won't receive disciplinary action for a separate school violation, such as underage drinking, that is revealed in the process of the report. However, if the separate violation was outstandingly bad, including but not limited to an action that puts the health or safety of any individual at risk or harms way amnesty may not be afforded.

Right to Privacy

Love Beauty School, Inc. / The Barber Academy will not disclose the identity of the victim or alleged offender except as necessary, to settle the complaint or to put interim protective measures or when given by the state or federal law.

Confidential Resources

Love Beauty School, Inc. / The Barber Academy and the Manchester community provides confidential resources if you have suffered and been impacted by sexual misconduct. Services include confidential counseling and medical services, if needed. The act of sexual misconduct may be kept confidential, but need assistance, you can speak with Mrs. Betancourt in the financial aid department (931) 954-5008. Conversations with confidential resources are not disclosed to others.

Love Beauty School, Inc. / The Barber AcademyProcedures

Title IX Investigation Process and Procedures

Procedures that are outlined in this document may proceed independent of any other School or disciplinary procedure provided for elsewhere by the school including, but aren't limited to Faculty/Staff School Grievance Process, Campus Crime Complaint Process, Grade appeal process, Student complaint process, and Grievance Process. Herein the procedures will proceed to become independent to any police investigation.

If the school should be aware of a possible sexual misconduct, a fair investigation will be conducted in a prompt timely manner to determine if there has been a violation to this policy.

Where an act in violation of this policy is undertaken for independently unlawful reasons both bases for violation of school policy and will be investigated and disciplined.

All cases, the final decision on whether, how, and to what extent the school will conduct a investigation, and whether any other measures will need to be taken into connection with any allegation of sexual misconduct.

Investigation Procedures and Timeline

The Title IX/Sexual Misconduct Complaint or report of sexual misconduct will be investigated by the Title IX Coordinator generally in accordance with following timeline: Please be advised cameras may be used to investigate and the Title IX coordinator may not be the decision maker. The role of the decision maker will go to the owner, or local police department.

Day 1:

Title IX Complaint or report of sexual misconduct is received by the office;

Day 2-5

Determines extent of the investigation. A preliminary investigation may be necessary, and interim measures may be implemented;

Day 6-15:

The Title IX Coordinator will provide (1) provide notice to the respondent, as well as claimant which also lays out grievance processes as well as a statement that says parties have the right to an advisory of their choice who may be an attorney, and the schools code of conduct that prohibits knowingly making any false statement, (2) meet with claimant, respondent, and any witnesses. The policy (if found guilty could result in disciplinary action up to termination at full cost of tuition, same for alleged victim if complaint is found to be falsely made) and procedure will be explained to the claimant and the respondent, and each will have the chance to share their version of the events and suggest other witnesses.

Day 16-22:

Office will write a preliminary report containing a summary of information that has been obtained and will deliver the report to the claimant and the respondent. Email is also an acceptable method of addressing the report.

Day 23-28:

Claimant and respondent may provide information in the report or suggest extra witnesses within five calendar days prior.

Day 29-35:

Office will consider additional information provided by the claimant and respondent, conduct interviews and write a final report.

Day 36-38:

School Owner / Decision Maker will review and approve the final report.

Day 38-40:

Title IX Coordinator sends notice of the finding(s) to claimant and respondent. Email is an acceptable form of delivery. Claimant and respondent will have five days prior to file an appeal.

Day 41-45:

Appeal findings by either party, a officer of resolution will be appointed by the office and will be given a copy of the final report. Any appeals will be addressed by a different decision maker.

Day 46-55:

If an appeal of the findings is submitted, Love Beauty School / The Barber Academy will give a decision with the next steps of communicating accordingly.

Day 41-45:

A resolution officer will attempt to resolve the sanction by agreement.

Day 45-55:

If no agreement on sanctions is reached, the officer will impose a sanction by decision for an employee. For any student, a hearing will occur and the officer will impose a sanction by hearing. A notice will be sent to the claimant and the respondent.

Day 56-61:

Five day period to appeal any findings and any sanction imposed by the decision/hearing.

Interim Protective Measures

Love Beauty School, Inc. / The Barber Academy carries the right to take any measures deemed necessary to protect the rights and personal safety of the claimant and respondent. Measures include but are not limited to, changes to academic, dining, and working situations.

Voluntary Informal Resolution Mechanisms

If at any time the office believes the situation can be resolved by informal means, the office may undertake to obtain such a result with the assistance of a third party as long as the claimant and respondent may end informal resolution mechanisms and began a formal investigation at any given time. However per the latest guidelines as of Aug 2020 a hearing is required.

Investigation Rules:

The rules below apply to all sexual misconduct investigations, resulting from the filing of a sexual misconduct complaint in result to sexual misconduct.

- The investigation will proceed independent of any criminal or other legal proceedings. The school holds the right to forward any Title IX sexual misconduct to the local police department.
- All individuals will be treated fairly that are involved in the Title IX Sexual misconduct complaint. Both will receive a duplicate of the procedures and will be given a chance to respond to the allegations.
- Proceedings, Meetings, or a hearing held to resolve complaints of the alleged violations of this Policy shall protect the privacy of the involved parties and witnesses. A live recording will be done, in order for both parties to review. The institution will also work to ensure all parties are able to hold the hearing without having to be in the same room through the use of technology.
- The claimant and respondent may each have another individual present at any meeting to give support. Support individuals may act in advisory capacity only and may not speak on part of the party in any proceeding.
- Any complaint will be investigated to full extent.
- The investigation and imposition of any sanction will be completed within 45-60 calendar days unless it is required longer.
- Any procedures outlined in this policy will proceed regardless of whether the claimant or respondent has withdrawn or been separated from the school, including sanctions related to suspensions.
- The claimant, regardless of involvement in the resolution of the complaint, and the respondent shall have access to a meeting to make sure they understand the proceedings in the policy, to answer any questions, and to be given a chance to give their version of the events. Again however questions regarding a claimants sexual history Is not allowed. In addition decision makers may not make negative

or positive interfernces about an individuals choice to be cross examined or to decline to answer questions during a hearing. Any cross exmainations must be done by the parties advisors, directly, orally and in real time, never by the party personally. If the party does not have an advisor the school must provide one at no cost. Never at any time can a party personally question or cross examine any other party. Before a question is answered the Decision maker must first determine if the question is relevant and explain why if it is not. Both parties reserve the right to choose to participate or not participate. At that time the decision maker would exclude their portion. Wither it be a witness, or other party. Live Hearings may also be held virtually. (Applies to hearings as well)

- The claimant will receive periodic information on the status of the investigation, along with any notices of the sexual misconduct.
- Claimant and Respondent shall receive notice of the identity of the investigators.
- The use of alcohol or drugs by claimant at the time of the incident will be considered for purposed in determining consent.
- The sexual history or sexual character of Claimant shall not be presented in any investigation.
- At the conclusion of the investigation, the investigator will check all evidence received through the entire course of the investigation.
- If determined a violation of this policy has occurred, appropriate sanctions will be imposed by the school.
- Respondents that have found to be violated this policy will be given the chance to agree to an appropriate sanction or to request a hearing.
- Claimant and Respondent will concurrently be notified in writing about the outcome of both the appeal and the complaint.
- Claimant and Respondent will receive individual remedies available to the claimant, any sanctions imposed directly relate to the claimant, and any additional steps the school has or will take to reduce the chance of any dangerous environment.
- Respondent with be notified of the individual remedies offered to the claimant.
- Claimant and Respondent have the right to appeal the sanctions provide within this document.
- During the conclusion of the investigation, regardless of the outcome, the Title IX Coordinator or designee, shall review all evidence to determine if the claimant is entitled to any remedy under Title IX that may not have been provided.

Sanctions

Upon completing the investigation, in cases involving student respondents, if a sexual misconduct, a Final Report of Findings will be sent to determine

appropriate sanction. The Title IX Coordinator reserves the right to schedule training and educational opportunities.
In matters involving a school employee or third parties, a Final Report of findings and recommendations will be sent in for review upon the schools discretion.

Sanction by Agreement (for student respondents only)
The Title IX Coordinator will consult with participating Claimant, Respondent, and others as needed to gather input on potential sanctions. Email is deemed an acceptable method of communication. However written determination from a hearing will be provided in the form of one documents and will contain all info required. Such as identification of the allegations, description of the steps from the receipt of the formal complaint, through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather evidence, hearings held, findings, and facts that support the determination. (applies to hearings as well)

If the respondent chose not to be involved in the sanction by agreement, the process will follow through and sanctions may be implemented absent for their participation or their input.

The Title IX Coordinator will prepare a proposed resolution agreement between the school and the respondent. The agreement will be shared with the respondent and the participating claimant in manner that honors privacy considerations.

If the respondent accepts or fails to participate in the agreement that is proposed and the claimant doesn't object to it, the agreement then becomes binding.

Sanction by Hearing (for student respondents only)
If the respondent is a student, participates in the sanction, by agreement or if the claimant disagrees to the proposed agreement, the sanction will be decided by the Title IX Coordinator / Decision Maker. The review will consist only of reviewing the investigative report, the resolution agreement, and any written objections to the proposed resolution agreement. The Title IX Coordinator will modify the findings of the reports and will address only the sanctions that are appropriate at the hearing. The review will solely consist of (1) reviewing the report, the resolution agreement, and any written objections to the resolution

agreement provided by the claimant and respondent; (2) consulting with school officials or designee; (3) any witness presented by respondent or claimant.

The following rules will be followed during any hearing:

- The participating claimant and respondent shall receive notice and shall have the opportunity to challenge for cause if such challenge is delivered within two school days.
- Respondent and participating claimant may each have another person present at any hearing.
- Hearing may be held regardless of whether the respondent or claimant has withdrawn from the school.
- Claimant is not required to attend any hearing.
- The claimant and respondent may not cross examine one another, rather an advisor on their behalf may do so. As stated earlier a virtual hearing may also be held as well as physical hearings in separate rooms with audio and visual in order for claimant and respondent to not have to be in the same room together. All meetings , hearings will be recorded and can be provided upon written request by either party to review.
- Respondent and claimant will each receive three school days notice prior to the hearing of the others evidence, including witnesses and documents to be included in the hearing.
- Any question is to be directed to the claimant or respondent will be asked by an officer / advisor.
- Claimant and respondent may not be compelled to testify in the presence of the other party. If a party invokes this right, the party shall be allowed to testify or answer questions out of direct physical presence.
- All hearings conducted under this policy shall be closed to the public.

Sanction by decision (for employees and third party respondents)

The division head must review final report of findings and recommendations to determine the appropriate level of action. They also hold the right to consult with appropriate school officials pertaining to imposition of corrective action.

Once a decision had been reached, reviewed and approved by the Title IX Coordinator or designee, a letter to the claimant and respondent will be sharing in a manner appropriate to honor due process and privacy considerations.

Possible sanctions

Not all forms of sexual misconduct will be deemed to be equally serious offenses, and the school holds the right to impose different sanctions depending on the severity of the offense. Any student found responsible for violating this policy may be given sanctions that include but are not limited to the, following:

*Anger intervention assessment;

*Abuse intervention program;

*Banishment from school property and functions;

*Community Service to Love Beauty School, Inc. / The Barber Academy or the Manchester community

*Discretionary Sanction-required work assignments

*Educational sanctions include but is not limited, to the completion of an educational program;

*Fines;

*Formal written warning;

*Loss of privileges;

*No contact;

*Parental notification;

*Probation;

*Substance abuse assessment;

*Training of sexual misconduct;

*School expulsion;

*School suspension;

Any employee found to be responsible for violating this policy may receive corrective action including:

*Letter of warning;

*Official Reprimand;

*Referral to a counseling program;

*Suspension from job without pay;

*Suspension from job with pay;

*Termination

*Training on sexual misconduct

*Community service

*Any other sanction deemed appropriate by the school Title IX Coordinator / Decision Maker.

*Decision maker will use the clear and convincing evidence standard when reviewing evidence for any complaint to determine wither or not the respondent engaged in the sexual harassment. This standard will be used for all formal complaints in relation to sexual harassment.

Any third party (visitor, guest, contractor, subcontractor, vendor, partner, or business partner) found accountable for violating this policy will receive a sanction ranging from written warning to being banned from the school property.

Remedies

In addition to the protective measures in this document, the following remedies may become available at the conclusion of an investigation whether or not a respondent is found responsible.

*Providing a escort to ensure that the claimant and respondent can move safely between classes and activities.

*Ensuring the claimant and respondent do not share classes

*Providing Comprehensive, holistic victim services

*Arranging for the Claimant to have extra time to complete or re-take a class or withdraw from a class without academic or financial penalty;

*Reviewing disciplinary actions taken against the claimant to see if there is a connection between the sexual misconduct and the disciplinary action that the claimant may have received.

*Training or retraining of employees on responsibilities on how to address allegations

*Developing and distributing materials on sexual misconduct

*Conducting bystander intervention and sexual violence programs with students and staff

*Conducting, in conjunction with student leaders

*Targeted training for a group of students

Appeals

Sanction will be implemented and stay in effect during any appeal process.

Appeals may be made only on the following grounds and within five business days

- Material deviation from the procedure affected by the outcome of the case;
- New or current information is available that was not available previously or at the time of the investigation;
- The sanction is/are inappropriate to determine findings;
- Review of all available and relevant information indicating that the information does not support the findings or provide clear support.

Student respondent appeal

The claimant and respondent will have five business days to appeal any findings contained within the last reports. The appeal decision will be rendered in writing within 7 business days after the review.

The sanctions may be appealed by either the claimant or respondent on any of the above grounds listed.

Employee and third-party respondent appeal

In certain cases where the respondent is a member of staff or third party, the findings of the investigators and/ or any sanctions corrective action may be appealed by either the claimant or respondent on any grounds listed above by providing a copy of the decision of the investigator.

If no appeal is received within 5 business days, the sanctions or corrective actions will become final. If the appeal is received within 5 days, the school Title IX Coordinator, or designee, will review the sanctions imposed by the decision and gather any additional information deemed necessary for the appeal. Within 21 days of the date of filing the appeal, the claimant and respondent will receive notice of the decision in writing or email.

If appropriate, copies of the final decision may be given to the department.

VII. External Agencies

Any time during the pendency of the investigation, hearing, or appeal students and staff with questions about Title IX or those who think they have been subjected to sexual misconduct may file a complaint with the office.

Civil Rights Office of Tennessee

315 Deaderick Street

Nashville, TN. 37243

615-532-6530

Tennessee Department of Human Rights

312 Rosa Parks Ave., 23rd Floor

Nashville, TN. 37243

1-800-251-3589

Tennessee Employment Opportunity

Tennessee Tower, 17th Floor

312 Rosa L. Parks Blvd.

Nashville, TN. 37243

615-741-4841

VIII Definitions

- **Active:** Consent must take the form of clearly understanding the words or actions that reveal one's expectations and agreement to engage in specific sexual activity. This means that silence, passivity, submission or lack of verbal or physical resistance will not be given with proper consent.
- **Anonymous Complaint:** One where the identity of the claimant is not known
- **Confidential Complaint:** one where the name of the claimant is known, but does not want to file a complaint, or follow through with an investigation or to have their identity known to others.
- **Consent:** a clear, informed, voluntary, and freely given agreement between all participants to knowingly engage in sexual activity. Consent must be understood mutually by actions or words. Consent is active and will not be based on the

absence of an affirmative statement or act of denial. Silence or lack of resistance does not constitute consent. Receiving and seeking consent is the responsibility of the individual initiating the sexual act whether the person is in under the influence.

Consent to any sexual act prior consensual sexual activity between or with any party does not in and of itself allows consent to any other sexual act. Consent to engage in sexual activity with one person does not consent to engage with another individual. Consent can begiven but withdrawn at any time. Consent cannot be given when a person is incapacitated or has a physical or mental disability or unconscious or underage. Consent cannot be given when it is the result of coercion, intimidation, force or threat of harm. Love Beauty School / The Barber Academy prohibits any sexual activity that does not involve consent.

- Sexual voyeurism or allowing others to witness or watch the intimate activity of another individual without that persons full consent.
- Indecent exposure of another person to expose themselves when consent is not present.
- Recording of any individual involved in sexual or intimate activity in a private area without the individuals consent.
- Distributing sexual information, images, or recordings about another individual without that person's full consent.
- Recruiting, harboring, transporting, providing, or obtaining another person for sexual exploitation;
- Inducing incapacitation in another individual with the intent to become involved in sexual conduct, regardless of whether prohibited sexual conduct actually happens.
- The definition of consent does not vary based upon a participants sex, sexual orientation, gender identity, or gender expression.
- **Dating Violence** (1) Violence committed by an individual who is or has been in a social relationship of a romantic or intimate nature of the victim. The purpose of this definition, dating violence includes, sexual or physical abuse or threat of abuse to another individual. Dating violence does not include acts covered under the definition of domestic violence.
- **Domestic Violence** (1) Felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person whom the victim shares a child; by a person the victim is cohabitating with; or has cohabitated with, the victim as a spouse; by a person similarly set to a spouse of the victim under the domestic or family violence laws of jurisdiction in which the crime occurred;

- **Force:** the use of physical violence or imposing physical harm to another individual to gain sexual access. This also includes threats, intimidation, implied threats, and coercion that overcome resistance or produce consent.
- **Gender-based Harassment or Discrimination:** acts of a verbal and nonverbal nature or physical aggression, intimidation, or hostility based upon sex/gender or sex/gender stereotyping that is serious limit or deny the ability to participate in or benefit from the schools programs .
- **Incapacitation:** physical or mental impairment due to drugs or alcohol; the lack of consciousness; being restrained involuntary; under the age of 17; or if an individual does not allow consent.
- **Intoxication:** when alcohol is involved, a person can be incapacitated due to intoxication. Some ways in which an individual can be incapacitated as a result of alcohol use may include, lack of control with physical movements, lack of awareness of surroundings, the inability to communicate. The individual may blackout in which they appear to give consent but are not actually conscious. Therefore, individuals who are in involved in any kind of sexual activity must be aware of the other individuals level of intoxication;
- **Knowingly:** Must demonstrate consent that all individuals understand, and are aware of, and must agree to the "who", "what", "where", "when" and "how" to the sexual activity encounter.
- **Physical and Mental Disability:** a physical or mental impairment that limits one or more life activities of an individual, such as caring for oneself, performing tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading and working. This also includes the operation of major bodily function, including to functions of the immune system.
- **Proceeding:** all activities related to a non-criminal resolution of disciplinary complaint. Proceeding does not include communication and meeting between officials and victims concerning accommodations or protective measures.
- **Rape:** the penetration, no matter how slight, of the vagina or anus with any body part or object without consent of the victim.
- **Resolution Officer:** a representative who will be appointed to administer sanctions.
- **Respondent:** the alleged offender/accused person
- **Responsible Employee:** any employee who has the authority to take action to redress sexual violence; report incidents, or any student that could believe they have the authority to do so.
- **Result:** any initial, interim, and final decision by any official to resolve all disciplinary matters within the school..

- **Retaliation:** taking any adverse or hostile act, engaging in harassment and/or making an adverse employment.
- **Sanction by Agreement:** a proposed resolution agreement between the school and the respondent, informed by input from the respondent, the claimant and the school.
- **Sanction by Decision:** The resolution officer will either adopt or propose a resolution agreement and impose the sanctions therein or modify sanctions as needed.
- **Sanction by Hearing:** (for students only offering a conclusion to the hearing as to sanctions only, impose appropriate sanction as provided herein.
- **Sexual Assault:** (1) any nonconsensual sexual act, any offense that meets the definition of rape, incest, fondling, or statutory rape. Or (2) act of sexual penetration by force or threat of force; or (3) act of sexual penetration and the respondent knew that the claimant was not able to comprehend the nature of the act or was unable to give consent; or (4) act of sexual penetration with a claimant who is under the age of 18 when the act was committed and was a member of family; (5) an act of sexual penetration with a claimant who was at least the age of 13 but less than the age of 18 when the act was committed and the respondent was the age of 17 or over and held a position of trust, authority, or supervision in relation to the claimant.
- **Sex Discrimination:** treating any individual differently due to their sex in terms and condition of educational programs, activities, and employment.
- **Sexual Exploitation:** taking non-consensual or abusive sexual advantage of another for ones own needs.
- **Sexual Harassment:** any non-welcoming verbal, physical conduct in a sexual manner, sufficiently serious that it unreasonably interferes with or can limit a person's ability to participate in or benefit from the school. Sexual harassment can be based on a power differential, the creation of a hostile environment. Two types of sexual harassment are known as Quid Pro Quo and Hostile Environment. Quid Pro Quo in latin means "this is that" and happens when there is a demand for sexual favor in exchange for ones own benefit. Sexual harassment in the form of a hostile environment happens when the harassing behavior unreasonably interferes with the students performance and creates a hostile environment. In order for the conduct to be deemed sexual harassment, the behavior must be;
- Unwanted and uninvited
- Sexual in nature and/or related to the sex or gender of the student or the employee.
- Sufficiently severe or enough to alter the condition of the employees academic environment.

Examples of sexual harassment include:

- A teacher who insists that a student proceeds in a sexual encounter to receive good grades.
- A student repeatedly sends sexual jokes in text or email, even when asked to stop.
- A teacher demands that students discuss their pass past sexual encounters
- A member of staff repeatedly fondles/touches and makes sexual remarks to a student while two are alone together
- One instance of rape and/or other acts of Sexual violence;
  Sexual Harassment also will include harassment of a sexual nature directed at gay or lesbian individuals that limit or deny the ability to participate in or benefit from the schools educational program. Sexual Harassment can happen where claimant and respondent are members of the same sex.
- **Sexual Misconduct:** One or more acts of sexual discrimination, sexual harassment, sexual violence, dating violence, or discrimination. Sexual conduct can happen among heterosexual, lesbian, gay, bisexual, and transgender individuals.
- **Sexual Penetration:** any type of contact, however slight, between he sex organ or anus of another person by an object, the sex organ, mouth, or anus of another person, or any intrusion, however slight, of any part of the body of one person or of any animal or object into the sex organ or anus of another individual.
- **Sexual Violence:** nonconsensual sexual acts: physical acts sexually perpetrated against a person's will or where a person is incapable of giving consent. Whether obtained by force or threat conduct will be deemed as sexual violence. Sexual exploitation may be considered as a form of sexual violence depending on circumstances.
- **Stalking:** (1) interacting in a course of conduct directed at a specific individual that would cause a person to
  (A) Fear of a person's safety or the safety of others
  (B) Suffer substantial emotional distress: This definitions purpose is (i) Course of conduct means two or acts, including acts in which the stalker directly or indirectly makes contact by any method, device, or means follows, monitors, threatens, communicates to or about the person or interferes with the person's property;
  (ii) Reasonable person means a reasonable person under similar circumstances with similar identities to the victim; (ii) Emotional distress means significant mental suffering that may require medical treatment or counseling; (iv) any incident meeting this definition is considered a crime for the purposes of Clery Act reporting (42 U.S. Code section 13925 (a(30)) or (2) (A) separate occasions, following another individual or placing the individual

under surveillance or any combination and (i) at any time transmitting a threat of immediate or future harm of the body; (ii) places that a individual in reasonable apprehension of future or immediate bodily harm; or (B) when having been previously convicted of stalking another person knowingly and without lawful justification on one occasion,(i) follows the same person to the same places, (ii) transmits assault or restraint to an individual or a member of that individuals family; (3) Stalking may be by done by a physical act or by an electronic means, such as cell phone or computer.

- **Title IX Title IX Coordinator:** The role of the Title IX Coordinator is to manage, administer and implement Love Beauty Schools / The Barber Academy procedures which prohibit discrimination, including enforcement of the complaint procedures, Title IX training programs, and ensuring prompt resolutions to any complaints.
- **Voluntary:** Consent must be given freely and cannot be the result of force, threats, intimidation, coercion, or fraud or material omission about oneself or the situation in order to receive permission for the sexual activity.
- **Voyeurism:** a condition of one who obtains sexual satisfaction from observing the sexual organs or acts of others, generally from point of secret vantage.

Safety Tips

- At all times keep windows and doors locked. Do not leave personal property unattended at any time.
- If possible, communicate with a friend on your whereabouts.
- Always trust your instincts. If you feel uncomfortable about someone head to a populated place and get help.
- Use well-lit and busy areas
- Avoid being alone or in vacant lots
- Carry a cell phone
- Attend educational courses / view videos online and learn what can be done to avoid vulnerable situations and crimes like sexual assault, relationship violence, and stalking.
- Try to park in well-lit areas
- Lock car doors and roll up windows, even when running quick errands.
- Do not leave valuables in plain sight.
- Stay alert at all times and contact police of any suspicious avtivity.
- Follow all rules of the road when driving a car, riding a bike or using any other form of transportation.
- Put ICE (In case of Emergency) in your cell phone, along with the phone number of a loved one, to enable emergency services who will contact family in the event of an emergency.
- Be alert at all times, listening to headphones or using your phone is a distraction from safety issues.
- When driving, be aware of pedestrians

The following pages were taken from the national campus safety and security website. These are actual reportings located on https://ope.ed.gov/campussafety/#/ for Love Beauty School, Inc. / The Barber Academy

2026 Campus Safety and Security Survey

Institution: (458007001) User ID: C4580071

Screening Questions

Please answer these questions carefully. The answers you provide will determine which screens you will be asked to complete for this data collection.

1. Does your institution provide On-campus Student Housing Facilities?

- (●) **No.**
- ( ) **Yes.** (If Yes is selected, you must enter the number of student housing facilities below and enter Fire Statistics for each facility.)

Number of On-campus Student Housing Facilities: 0

2. Does your institution have any noncampus buildings or properties?

- ( ) **Yes**
- (●) **No**

3. Have you combined statistics that you received from the local or state police with your institution statistics for this report? If you answer No to this question, you will be asked to provide the data you received from the local and state police separately.

- ( ) **Yes.** Local and/or state law enforcement agencies provided us with statistics that we are combining with statistics collected by our campus security authorities.
- ( ) **No.** We are not combining the statistics because we cannot determine whether the statistics we obtained from local and/or state law enforcement agencies are for on-campus incidents or public property incidents.
- ( ) **Not available.** We cannot determine if the statistics we obtained from local and/or state law enforcement agencies are for our Clery geography.
- (●) **Not available.** We made a good-faith effort to obtain statistics from local and/or state law enforcement agencies, but the agencies did not comply with

our request.

Criminal Offenses - On campus

For each of the following criminal offenses, enter the number reported to have occurred On Campus.

Criminal offense	Total occurrences On campus		
	2023	2024	2025
a. Murder/Non-negligent manslaughter	0	0	0
b. Manslaughter by Negligence	0	0	0
c. Rape	0	0	0
d. Fondling	0	0	0
e. Incest	0	0	0
f. Statutory rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	0	0	0
i. Burglary	0	0	0
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)	0	0	0
k. Arson	0	0	0

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Criminal Offenses - Public Property

For each of the following criminal offenses, enter the number reported to have occurred on Public Property.

Criminal offense	Total occurrences on Public Property		
	2023	2024	2025
a. Murder/Non-negligent manslaughter	0	0	0
b. Manslaughter by Negligence	0	0	0
c. Rape	0	0	0
d. Fondling	0	0	0
e. Incest	0	0	0
f. Statutory rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	0	0	0
i. Burglary	0	0	0

j. Motor vehicle theft (Do not include theft *from* a motor vehicle)	0	0	0
k. Arson	0	0	0

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Hate Crimes - On campus

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred On campus. Then break down each total by category of bias (e.g., race, religion).

YEAR 2025

Criminal offense	**Total**	**Occurrences of Hate crimes** (Category of Bias for crimes)							
		Race	**Religion**	**Sexual orientation**	**Gender**	**Gender Identity**	**Disability**	**Ethnicity**	**National Origin**
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0

f. Statutory rape	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

YEAR 2024

Criminal offense	**Total**	**Occurrences of Hate crimes** (Category of Bias for crimes)							
		Race	**Religion**	**Sexual orientation**	**Gender**	**Gender Identity**	**Disability**	**Ethnicity**	**National Origin**
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0

d. Fondling	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0
f. Statutory rape	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

YEAR 2023

Criminal offense	**Total**	**Occurrences of Hate crimes** (Category of Bias for crimes)							
		Race	**Religion**	**Sexual orientation**	**Gender**	**Gender Identity**	**Disability**	**Ethnicity**	**National Origin**

a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0
d.Fondling	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0
f. Statutory rape	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Hate Crimes - Public Property

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred on Public Property. Then break down each total by category of bias (e.g., race, religion).

YEAR 2025

Criminal offense	**Total**	**Occurrences of Hate crimes** (Category of Bias for crimes)							
		Race	**Religion**	**Sexual orientation**	**Gender**	**Gender Identity**	**Disability**	**Ethnicity**	**National Origin**
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0
f. Statutory rape	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft (Do not include theft *from* a	0	0	0	0	0	0	0	0	0

motor vehicle)

k. Arson	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

YEAR 2024

Criminal offense	**Total**	**Occurrences of Hate crimes** (Category of Bias for crimes)							
		Race	**Religion**	**Sexual orientation**	**Gender**	**Gender Identity**	**Disability**	**Ethnicity**	**National Origin**
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0
f. Statutory rape	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0

h. Aggravated assault	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

YEAR 2023

Criminal offense	**Total**	**Occurrences of Hate crimes** (Category of Bias for crimes)							
		Race	**Religion**	**Sexual orientation**	**Gender**	**Gender Identity**	**Disability**	**Ethnicity**	**National Origin**
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0

f. Statutory rape	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred On Campus.

Crime	Total occurences On Campus		
	2023	2024	2025
a. Domestic violence	0	0	0
b. Dating violence	0	0	0
c. Stalking	0	0	0

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on Public Property.

Crime	Total occurences on Public Property		
	2023	2024	2025
a. Domestic violence	0	0	0
b. Dating violence	0	0	0
c. Stalking	0	0	0

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Arrests - On campus

Enter the number of Arrests for each of the following crimes that occurred On Campus.

Crime	Number of Arrests		
	2023	2024	2025
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

Please Note: Do NOT include drunkenness or driving under the influence in liquor law violations.

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Arrests - Public Property

Enter the number of Arrests for each of the following crimes that occurred on Public Property.

Crime	Number of Arrests		
	2023	2024	2025
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

Please Note: Do NOT include drunkenness or driving under the influence in liquor law violations.

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Disciplinary Actions - On Campus

Enter the number of persons referred for disciplinary action for crimes that occurred On Campus for each of the following categories.
Do not include disciplinary actions that were strictly for school policy violations.
If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Crime	Number of persons referred for Disciplinary Action		
	2023	2024	2025
a. Weapons: carrying, possessing, etc.	0	0	0

b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

Please Note: Do NOT include drunkenness or driving under the influence in liquor law violations.

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Disciplinary Actions - Public Property

Enter the number of persons referred for disciplinary action for crimes that occurred on Public Property for each of the following categories.
Do not include disciplinary actions that were strictly for school policy violations.
If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Crime	Number of persons referred for Disciplinary Action		
	2023	2024	2025
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

Please Note: Do NOT include drunkenness or driving under the influence in liquor law violations.

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Unfounded Crimes

Of those crimes that occurred On Campus, in On-campus Student Housing Facilities, on or in Noncampus property or buildings, and on Public Property, enter the number of crimes that were unfounded.

The total number of unfounded crimes should include all criminal offenses, hate crimes, domestic violence, dating violence, or stalking incidents that have been unfounded. Arrests and disciplinary actions cannot be unfounded.

	Number		
	2023	2024	2025
a. Total unfounded crimes	0	0	0

Please Note: If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded." Only sworn or commissioned law enforcement personnel may unfound a crime.

Count unfounded crimes in the year in which they were originally reported.

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."