

Luckes Beauty Academy

2020 Annual Security Report

Campus Safety and Security Reporting

**INCLUDES CRIME STATISTICS
FOR CALENDAR YEARS 2017, 2018 AND 2019**

Campus Safety and Security Administrator

October 2020

Preparing the Annual Security Report

In order to be compliant with the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act reporting requirements, Luckes Beauty Academy prepares the Annual Security Report and distributes notification of the report's availability by October 1st of each year.

This report contains required policies and procedures in addition to crime statistics for Clery Act reportable crimes that occurred either on campus or on the public property immediately adjacent to the campus. These crime statistics are reported for each campus and are compiled from information provided by School Directors, other school officials, and local law enforcement agencies.

The Campus

Luckes Beauty Academy is a Cosmetology school based in Newport News, Virginia which annually enrolls approximately 60 students. The student body consists primarily of females ranging in ages, economic and ethnic backgrounds. The Academy campus is located within the Newport Square Shopping Center at the corner of Diligence and J. Clyde Morris Blvd, just south of City Center and Oyster Point Park. Situated close to I-64, the Academy is located in a highly visible area.

The facility is housed in a leased 3100 square office space which includes a wash/dry station room, manicure/pedicure room, salon/training area, training room, and two offices. The parking lot is well lit and is shared with all the tenants of the shopping center which includes another school adjacent of the Academy. There is ample parking for the students to park directly in front of the school and within view of staff and other students.

General Procedures for Reporting Crimes

Luckes Beauty Academy strives to provide a safe environment for both its students and employees. In order to achieve this goal, LBA requires both its employees and students to immediately report criminal activity or other emergencies to the School Director or employee and/or in the event of an emergency or serious threat to the campus community, to directly contact the local law enforcement agency or other emergency response agency by dialing 911.

Community members, students, staff and clients are encouraged to report all crimes, traffic accidents, medical and fire incidents, suspect hazardous materials, spills, or leaks, after-hours building power outages and suspicious activity in a timely manner to the local police. Our campus falls under the Newport News Central Precinct jurisdiction. The Precinct is located at 611 Dresden Drive, Newport News, Virginia 23601. Non-emergency reporting of crimes and other incidents may be made directly to the Central Precinct at (757) 926-4702.

Luckes Beauty Academy does not have any additional buildings besides the main office or off-campus student locations and therefore does not monitor or record criminal activity that may take place at such locations nor maintain any records of incidents at such locations.

Campus Law Enforcement

The Academy does not employ campus security personnel or have a campus police department. Any criminal activity occurring on-campus should be immediately reported to the School Director or nearest staff member. Students and staff are also encouraged to promptly and accurately report criminal activity to local law enforcement agencies.

Security of and Access to Campus Facilities

During business hours, the Academy campus is open to the students, employees and clients along with approved vendors. During non-business hours, the campus is secured and is only accessible by designated key holders. Since the campus is located within a strip mall which contains several other businesses including another school and a medical center, the area is well patrolled by the local law enforcement agencies for community safety. A well lit parking lot is situated in the middle of the shopping center with a clear 360 degree view.

Drug, Alcohol, and Substance Abuse

The Academy does not permit the sale, possession, or consumption of alcoholic beverages on school property and adheres to and enforces all state underage drinking laws. In addition, the Academy does not permit the possession, use, or sale of illegal drugs by its employees and/or students and adheres to and enforces all state and Federal drug laws. The violation of these policies by students or employees may result in expulsion, termination, and/or arrest.

Although the Academy does not provide a campus substance abuse education program, students and employees will be encouraged to participate in local programs and additional information will be provided upon request.

Penalties to be imposed on students or employees for drug abuse violations occurring in the workplace include:

- Notification of the abuse to the proper authorities
- A Leave of Absence from enrollment/employment during which time the individual must consider the responsibilities of his/her enrollment/employment, become free from any dependencies and prove it, and certify that if he/she is reinstated that he/she will no longer participate in abusive activities affecting performance
- Expulsion or termination will be considered based on the circumstance surrounding the violation.

Any action taken by the institution against a violation of the drug-free workplace policy will occur immediately upon administration obtaining such information. The Academy will notify the Department of

Education within 30 days of an employee or student being involved in any criminal drug statute conviction for a violation occurring in the workplace.

Sexual Harassment & Sexual Violence

Sexual harassment and acts of sexual violence, including rape, acquaintance rape, and other forcible and non-forcible sex offenses are not tolerated. The Academy is committed to providing an educational, employment and business environment free of sexual harassment and sexual violence. During orientation, students and staff are provided with information regarding the definitions of sexual harassment and sexual assault, who to report harassment or assault to, the reporting process that should be followed, and the availability of local and national support services. Contact information for local and national rape and sexual assault support services, along with other various local and national support services for other types of issues and occurrences, are posted and available for viewing by students and staff in the breakroom.

In the event a sex offense occurs on campus, the accuser has the option to:

- Report the offense to the Director
- Preserve any evidence as may be necessary to prove criminal sexual assault
- Request assistance, if desired, from the Director in reporting the offense to local law enforcement agency Report the crime to local law enforcement agencies
- Contact an appropriate agency in the community for counseling or other services that may be needed.

There is no on-campus counseling, mental health or other student services available. However, the Academy will assist all students and employees in finding local support and services.

Registered Sex Offenders

The City of Newport News maintains a national database of registered sex offenders which allows the public to search for information regarding registered sex offenders within the city. This database can be accessed online by visiting <http://www.city-data.com/so/so-Newport-News-Virginia.html>

Security Awareness & Crime Prevention

The Academy does not offer regularly scheduled security awareness or crime prevention programs other than at orientation where all of Luckes Beauty Academy's policies and regulations are properly disclosed to students and employees. All students and employees are encouraged to be responsible for their own security and the security of others.

All individuals are encouraged and requested to report immediately any known offense or other emergencies occurring on campus or in the vicinity to the school administration and to the local law enforcement agency. Non-emergency reporting of crimes and other incidents may be made directly to the

Central Precinct at (757) 926-4702. The 911 emergency numbers should be used for any and all life-threatening situations.

The Academy will provide updated campus crime statistics on an annual basis within this Annual Security Report. By October 1 of each year, Luckes Beauty Academy publishes and distributes the annual security report to all current students and employees directly by hand delivery. In addition, the report is provided upon request to all prospective students and prospective employees. A paper copy of the Annual Security Report is available through the main office by request.

Disclosure of Disciplinary Proceeding Results

On campus disciplinary action in cases of alleged sexual assault will be based on the findings of the law enforcement agency investigation, and the facts pertaining to the crime. Possible sanctions the school may impose following a final determination regarding a sexual offense vary depending upon the final determination and may include expulsion.

All proceedings and records will be confidential to the extent allowed by the law. However, both parties will be notified, in writing, concurrently about the outcome of a complaint. If the alleged victim of a crime of violence or non-forcible sex offense is deceased as a result of the crime or offense, the results of the disciplinary proceedings shall be provided, upon request, to the next of kin of the alleged victim.

Emergency Notifications and Evacuations

In compliance with the Higher Education Act of 1965 as amended and §23-9.2:11 of the *Code of Virginia*, the Academy have implemented the following notification system to alert students and employees of any emergencies or evacuations.

The Director is the designated Campus Safety Authority and is responsible for ensuring that the campus is prepared in an emergency situation. Fire and other emergency drills will be conducted on a quarterly basis at the campus in order to familiarize students and staff with fire and emergency procedures and evacuation plans.

Students and staff are expected to understand the need for fire and emergency drills and to cooperate accordingly. The Director must document the emergency drill to include a description of the exercise, the date and time it occurred, and whether the drill was announced or unannounced. An Evacuation Procedures and Emergency Numbers Sheet must also remain posted at by the front and rear exits.

The Director will determine if there is significant threat at the campus that requires the immediate notification of students and staff and is responsible for ensuring that all staff and students are notified accordingly. Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health and safety of students or employees on the campus, the emergency notification will be made immediately and without delay.

The Director will be responsible for confirming the emergency, determining the content of the notification, and initiating the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. The Director will contact the necessary agency (i.e. Fire Department, Police Department, etc.) and continue to communicate any necessary information with the agency and ensure that all staff and students assemble in the predetermined safe area.

In the event of an emergency, students and staff on campus at the time of the occurrence will be notified of the emergency situation by the activation of the fire alarm or a notification by the Director. Fire Station 11 is located 2.06 miles from the campus and will be notified in the event of a fire or other emergency situation requiring the evacuation of the facility.

The Academy will also attempt to contact students, staff and scheduled clients not present on campus via reasonable means to inform them of any threat to their health or safety. The Academy will also use such means to contact students and staff in the event of campus closures due to inclement weather or other emergency situations.

During orientation all new students and employees are encouraged to enroll in the Nixle Alert system (www.nixle.com) which is free and available to everyone. The Nixle system provides police, fire department and other emergency warnings to the community. This is a good source for potential threatening situations from weather to active shooters. The system allows students and employees to receive alerts from multiple cities and to customize which alerts to transmit and how, either via emails or text messages.

Timely Warning

Upon notification and identification of a Clery Act reportable crime, that occurs on campus or surrounding the campus' general geographic area and represents a serious or continuing threat to the health and safety of students and employees, the Director will issue a Timely Warning Notification to the campus students and staff as soon as pertinent information is available. This notification will take the form of a verbal announcement during a school assembly and will ensure that all classes, students, and staff will be notified of the warning.

The local police department provides the Academy with a weekly log of all criminal activity (www.spotcrime.com) within a 5 mile radius of the campus as a means to monitor criminal activity in our surrounding community. The Director can inform students and employees of any potential danger or known activity. This site also allows students and employees to report a crime tip, should they suspect any criminal activity.

Closings / Delayed Opening

When normal business hours are affected, one of the following announcements will be distributed to all students and employees via text messages, emails and telephone messages:

- **Academy Open**
All classes in session. All students, faculty and staff report for work at their normal reporting time.
- **Delayed Opening**
Classes normally scheduled for the delayed time will be held at that hour, e.g., if the delayed opening is at 10 a.m., all 10 a.m. classes will meet at that time while all classes prior to 10 a.m. are cancelled. Personnel who report at 9a.m. or other time prior to the delayed opening hour report at the delayed time. All other personnel report as normal.
- **Academy Closed**
All activities are cancelled. All classes cancelled. All employees will not report for work.
- **Day Classes Cancelled**
Employees and students do not report for day classes (9a.m. – 4:30 p.m.).
- **Evening Classes Cancelled**
Employees and students do not report for evening classes (5:30p.m. – 9:30 p.m.).

In case of a community wide disaster or emergency the following local sources will provide information:

Local Television Stations

The following stations receive and broadcast our weather-related delay and closing announcements:

- Channel 3: WTKR (CBS)
- Channel 10: WAVY (NBC)
- Channel 13: WVEC (ABC)

Local Radio Stations

These FM radio stations receive and will broadcast our weather-related delay and closing announcements:

- 89.5 WHRV-FM
- 90.3 WHRO-FM
- 94.9 FM WPTE-FM
- 101.3 FM WWDE-FM
- 106.9 WAFX-FM
- 790 WNIS-AM

Online Newspapers:

- Daily Press <http://www.dailypress.com/>
- Pilot Online <http://pilotonline.com/>

System Components

The Emergency Notification System uses several components to alert the neighboring community:

- **IPAWS** - The City of Newport News is a member of the Integrated Public Alert and Warning System (IPAWS).

IPAWS users can send emergency messages that activate the Emergency Alert System (EAS) for radio and TV broadcasts, generate Wireless Emergency Alerts (WEA) on wireless devices, and post emergency alert and warning information on other sources such as NOAA's National Weather Service networks and various internet applications and services.

- **Website** - the Academy maintains a Facebook site. This site is the primary communication source of emergency information for the campus community. In the event of an emergency, the website will be updated with news, information and protocols.
- **Text messaging** – students and employees of the Academy may register for a text messaging service which will provide local emergency information. Subscribers are notified when emergency conditions exist on in the area. The system requires mandatory registration at no cost through www.nixle.com or by texting your zip code to 888777.
- **Email messaging** – the Academy email system (Classroom Google) will be used as a source of official emergency news, information and protocols.
- **Telephone voice mail** – all students and employees will be notified by telephone in case of an emergency and instructed on the location of updated information.
- **Front Desk answering machine** –The telephone system used by the Front Desk can be configured to provide a voice mail message to callers regarding an emergency and the status of school attendance.

Notification System

Level 1: Planned Incident

These are incidents that typically allow a period of time to prepare or plan a response. Examples of these incidents are hurricanes, inclement weather, power or utility outage, and

related campus disruptions. The minimum emergency notification system components which may be used:

- Web page: Facebook
- Email messaging (Classroom Google)
- Telephone messaging

Level 2: Unplanned Incident

These are incidents that typically affect the entire campus and immediate vicinity. Although these incidents are more specific to an area, the required response is more immediate than in a planned incident. Examples of these incidents are hazardous materials spills, fires, bomb threats and suspicious packages. The minimum emergency notification system components which may be used:

- Web page – Facebook
- Text messaging
- Email messaging (Classroom Google)
- Other system component(s) deemed appropriate by the Director

Level 3: Immediate Catastrophic Incident

These incidents require an immediate acknowledgement and broadcast of emergency conditions in the interest of public safety. Examples of these incidents are hostile intruders, terrorist incidents, mass violence and nuclear power catastrophes. The minimum emergency notification system components which may be used:

- Public media
- Web page – Facebook
- Text messaging
- Email messaging (Classroom Google)
- Other system component(s) deemed appropriate by the Director

Be Prepared!

Tornado Preparedness

When it comes to tornadoes, there's no such thing as a "tornado season." Tornadoes can strike anywhere, anytime, and you need to know the drill. Tornadoes are nature's most violent storms. They can appear suddenly without warning and can be invisible until dust and debris are picked up or a funnel cloud appears. Be prepared to act quickly.

Know the Signs

- Strong, persistent rotation in the base of a cloud.
- Whirling dust or debris on the ground under a cloud base – tornadoes sometimes have no visible funnel.
- Hail or heavy rain followed by dead calm or a fast, intense wind shift. Many tornadoes, especially in Virginia, are wrapped in heavy precipitation and can't be seen.
- Loud, continuous roar or rumble, which doesn't fade in a few seconds like thunder, does.
- If it's night, look for small, bright, blue-green to white flashes at ground level (as opposed to silvery lightning up in the clouds). These lights are power lines being snapped by very strong wind, perhaps a tornado.
- Persistent lowering of the cloud base.

Watches and Warnings

Learn the terms that are used to identify a tornado:

- Tornado Watch: a tornado is possible in your area. You should monitor weather-alert radios and local radio and TV stations for information.
- Tornado Warning: a tornado has been sighted in the area or has been indicated by National Weather Service Doppler radar. When a warning is issued, take cover immediately.

National Hurricane Prep Week

Hurricane season starts June 1. Make sure you and your family is prepared. Get tips here on how to prepare before, during, and after.

Prepare Your Property Now for a Future Storm

FEMA urges property owners to take steps now to minimize damage from future storms. To better protect your family and yourself in the event of an emergency, ensure your home is a safe structure.

The following are some house maintenance tips from [Ready.gov](https://www.ready.gov), [FEMA.gov](https://www.fema.gov) and [FloodSmart.gov](https://www.floodsmart.gov) on how to strengthen and protect your property from storms with sustained high wind speeds.

- Cover all of your home's windows. Permanent storm shutters offer the best protection for windows. A second option is to board up windows with 5/8" marine plywood, cut to fit and ready to install. Tape does not prevent windows from breaking. Install straps or additional clips to securely fasten your roof to the frame structure. This will reduce roof damage. Be sure trees and shrubs around your home are well trimmed so they are more

wind resistant. Read more about the mitigation model of Louisiana homes using similar roof technology.

- Clear loose and clogged rain gutters and downspouts.
- Reinforce your garage doors. If wind enters a garage it can cause dangerous and expensive structural damage. [Read how two families updated their garages to minimize recent flood damage.](#)

For more information, go to [Ready.gov/hurricanes](https://www.ready.gov/hurricanes) or [FEMA.gov/protect-your-property-or-business-disaster](https://www.fema.gov/protect-your-property-or-business-disaster).

Preparedness

- [www.Ready.gov](https://www.ready.gov) - “Get a Kit, Make a Plan, Be Informed.” This site has extensive preparation tips and information about natural disasters and other threats.

Local News

- Newspapers: [Daily Press](#) (Peninsula) | [Virginian-Pilot](#) (Southside)
- TV Stations: [WVEC-TV 13](http://www.wvec.com) www.wvec.com | [WAVY-TV 10](http://www.wavy.com) www.wavy.com | [WTKR-TV 3](http://www.wrtkr.com) www.wrtkr.com

Local Weather

- [National Weather Service in Wakefield, Va. - Watches and Warnings](http://www.noaa.gov) http://www.noaa.gov/
- [City of Newport News Office of Emergency Management](http://www.nngov.com/emergency-management) http://www.nngov.com/emergency-management
- [VDOT Virginia Road Conditions](http://www.511virginia.org) http://www.511virginia.org/

Hurricane Information

- [Virginia Hurricane Evacuation Routes](http://www.vaemergency.gov/readyvirginia/stayinformed/hurricanes) http://www.vaemergency.gov/readyvirginia/stayinformed/hurricanes
- [National Hurricane Center](http://www.nhc.noaa.gov) http://www.nhc.noaa.gov/
- [Weather Channel: Tropics](http://www.weather.com) http://www.weather.com/
- [AccuWeather Tropics Watch](http://www.accuweather.com) http://www.accuweather.com/

City, State and Federal Agencies

- [Virginia Department of Emergency Management](http://www.vaemergency.gov) http://www.vaemergency.gov/
- [Virginia State Police](http://www.vsp.state.va.us) http://www.vsp.state.va.us/
- [Virginia Department of Health](http://www.vdh.state.va.us) http://www.vdh.state.va.us/
- [City of Newport News CERT](http://www.nngov.com/631/Community-Emergency-Response-Team) http://www.nngov.com/631/Community-Emergency-Response-Team
- [Department of Homeland Security](http://www.dhs.gov) http://www.dhs.gov/

- Federal Emergency Management Agency (FEMA) <http://www.fema.gov/states/virginia>
- Centers for Disease Control and Prevention <http://www.cdc.gov/>
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Criminal Offenses Reported	LUCKES BEAUTY ACADEMY CRIME STATISTICS 2019	
	On Campus	Public Property
Murder/Non-negligent Manslaughter	0	0
Negligent Manslaughter	0	0
Sex Offenses – Forcible	0	0
Sex Offenses – Non-Forcible	0	0
Robbery	0	0
Aggravated Assault	0	0
Burglary	0	0
Motor Vehicle Theft	0	0
Arson	0	0
Stalking	0	0
Dating Violence	0	0
Domestic Violence	0	0
Arrests Reported	On Campus	Public Property
Weapons Law Violations	0	0
Drug Abuse Violations	0	0
Liquor Law Violations	0	0
Referred for Disciplinary Action	On Campus	Public Property
Weapons Law Violations	0	0
Drug Abuse Violations	0	0
Liquor Law Violations	0	0

2019: No Hate Crimes reported and no VAWA (Violence Against Women Act) Offenses

Criminal Offenses Reported	LUCKES BEAUTY ACADEMY CRIME STATISTICS 2018	
	On Campus	Public Property
Murder/Non-negligent Manslaughter	0	0
Negligent Manslaughter	0	0
Sex Offenses – Forcible	0	0
Sex Offenses – Non-Forcible	0	0
Robbery	0	0
Aggravated Assault	0	0
Burglary	0	0
Motor Vehicle Theft	0	0
Arson	0	0
Stalking	0	0
Dating Violence	0	0
Domestic Violence	0	0
Arrests Reported	On Campus	Public Property
Weapons Law Violations	0	0
Drug Abuse Violations	0	0
Liquor Law Violations	0	0
Referred for Disciplinary Action	On Campus	Public Property
Weapons Law Violations	0	0
Drug Abuse Violations	0	0
Liquor Law Violations	0	0

2018: No Hate Crimes reported and no VAWA (Violence Against Women Act) Offenses

Criminal Offenses Reported	LUCKES BEAUTY ACADEMY CRIME STATISTICS 2017	
	On Campus	Public Property
Murder/Non-negligent Manslaughter	0	0
Negligent Manslaughter	0	0
Sex Offenses – Forcible	0	0
Sex Offenses – Non-Forcible	0	0
Robbery	0	0
Aggravated Assault	0	0
Burglary	0	0
Motor Vehicle Theft	0	0
Arson	0	0
Stalking	0	0
Dating Violence	0	0
Domestic Violence	0	0
Arrests Reported	On Campus	Public Property
Weapons Law Violations	0	0
Drug Abuse Violations	0	0
Liquor Law Violations	0	0
Referred for Disciplinary Action	On Campus	Public Property
Weapons Law Violations	0	0
Drug Abuse Violations	0	0
Liquor Law Violations	0	0

2017: No Hate Crimes reported and no VAWA (Violence Against Women Act) Offenses