

**LARRY'S BARBER COLLEGE
ANNUAL SECURITY REPORT
2023**

Larry's Barber College

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 Larry's Barber College; and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security such as policies concerning sexual assault, and other matters. You can obtain a copy of this report by contacting the admissions office.

The Annual Disclosure of Crime Statistics:

The admission Office staff at Larry's Barber College prepares this report to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act. The full report is located in our administrative office and will be distributed to anyone who may make a request at any time. The students and staff of Larry's Barber College will be notified annually of the availability of the updated report via email or memo. This report is prepared in cooperation with the Chicago Police Department. Sources of crime statistics include those reported to the Chicago Police Department and also those reported directly to Larry's Barber College. These statistics are also submitted to the Department of Education through their web-based data collection site. All requests for the report can be emailed to kas@larrysbarbercollege.com or requested in person.

Larry's Barber College is an attractive and spacious facility sitting on the south side of Chicago, IL. The facility is at the busiest intersection in town. The general area is heavily patrolled by the local police department. We feel this helps to deter crime on campus.

Policies and Procedures:

Choosing a post-secondary institution is a major decision for students and their families. Along with academic, financial, and geographic considerations, the issue of campus safety is a vital concern. In 1990, Congress enacted the Crime Awareness and Campus Security Act (Title II off Public Law 101-542), which amended the Higher Education Act of 1965 (HEA). This act required all post-secondary institutions participating in the Title IV financial aid programs to disclose campus crime statistics and security information. The act was amended in 1992, 1998, and 2000. The 1998 amendments renamed the law the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act in memory of a student who was slain in her dorm room in 1986. The Clery Act requires higher education institutions to give timely warnings of crimes that represent a threat to the safety of students or employees, and to make public their campus security policies. It also requires that crime data are collected, reported and disseminated to the campus community and are also submitted to ED. The report is intended to provide students and their families, as higher education consumers, with accurate, complete, and timely information about safety on campus so that they can make informed decisions. The report is distributed electronically to the students and staff by October annually.

Procedures for Reporting a Crime or Emergency:

For non-emergencies, please contact Larry's Barber College 773-779-2100 and Chicago Police Department 312-7450570. For emergencies only please dial 911 and inform a Larry's Barber College staff member of the emergency. Any suspicious activity or person seen in the parking areas or loitering around vehicles, inside the building or outside the building should be reported to either Larry's Barber College staff or Chicago Police Department.

Larry's Barber College encourages anyone who is a victim or a witness to any crime to report the incident promptly and accurately to the police. Police reports in the state of Illinois are public records, and Larry's Barber College cannot hold reports of crimes in confidence. Crimes should be reported to Larry's Barber College to ensure inclusion in the Crime Statistics Report and to aid in providing timely warning and notices to the students, staff, and guests when appropriate. Reports that are to be included in the Crime Statistics Report will be made confidential.

All incidents are reviewed by the President of Larry's Barber College, and potential action will be taken if, after investigation, it is deemed appropriate. Upon receipt of this report Larry's Barber College will determine the appropriate response, which could include disciplinary action against the offender(s), notification to the campus community or other public safety alternatives deemed appropriate given the circumstance. If the incident is criminal in nature, local law enforcement agencies will be notified immediately. If the incident is an emergency call 911 immediately. If a sexual assault or rape should occur, staff on the scene, including Chicago City Police Department, will offer the victim a wide variety of services.

Security and Access Policy:

During business hours, Larry's Barber College will be open to students, parents, employees, contractors, clients, and invitees. During non-business hours, access to Larry's Barber College is only open by key, if issued.

Security cameras are currently present inside and outside the school as well as in the front entranceway. Larry's Barber College also has a security system installed. Larry's Barber College does not have off campus locations for monitoring and recording from local police.

Crime Preventions & Security Awareness:

A common theme of crime prevention is to encourage students and employees to be aware of their own security and the security of others. The following Safety Tips are distributed to new students at the time of orientation.

1. Do not allow the opportunity for a crime to occur. Avoid placing yourself in environments in which it's easier for criminals to commit a personal crime.
2. Always keep your doors and windows locked.

3. If possible, let a friend or roommate know where you are, whom you'll be with, and when you'll be back when going out.
4. Trust your instincts! If you feel uncomfortable about someone near you on the street, in an elevator, or getting off a bus, head for a populated place or yell for help.
5. Use well-lit and busy sidewalks.
6. Avoid walking alone or walking near vacant lots, alleys, construction sites, and wooded areas.
7. Carry a cell phone, whistle, or a personal alarm to alert people that you need help.
8. Lock our car doors and roll up the windows completely, even if you're only running a quick errand. Do not leave valuables in the car in plain sight.
9. If you choose to drink, drink legally and responsibly. Remember that your ability to respond is diminished by over-consumption of alcohol.
10. Stay alert at all times and call the police immediately to report suspicious activity.
11. Never leave personal property left unattended.
12. Put ICE (In Case of Emergency) in your cell phone, along with a name and telephone number of a loved one, to enable emergency services to personally contact your family in case of an emergency.
13. Listening to loud music or using your cell phone distracts you from being alert to potential safety issues. Unplug yourself and stay tuned in with your immediate environment.
14. Utilize crosswalks at all times, obey signals when at an intersection when walking.
15. When driving, be aware of pedestrians and bicyclists and yield to them when required by law.

Campus Law Enforcement and/or Security:

Larry's Barber College does employ Campus Security.

Pastoral Counselors and Professional Counselors:

Larry's Barber College does not employ any Pastoral or Professional Counselors.

Emergency Testing:

Larry's Barber College will test the emergency response and evacuation procedure on an annual basis through performing drills of these procedures. Staff members will be made aware of these tests in advance; however, students will not be notified ahead of time. Students are notified about drill procedures through a class regarding these procedures. Documentation of the description of the test including the date, time began, time ended, and if students and staff were announced will be taken.

Emergency Response and Evacuation:

In the event that a significant emergency or dangerous situation were to be confirmed on campus, involving an immediate threat to the health or safety of students or employees,

Larry's Barber College will immediately notify all students and staff of the emergency or situation. An emergency or dangerous situation will be confirmed by the Director/Campus Security of the school prior to notifying students and staff. Confirmation of such an event will be made after investigation of the situation and determination that an immediate threat is posed. In the instance that such an event arises Larry's Barber College Director/Campus Security will initiate the notification of staff and students through verbal announcements. The content of the notification will depend on the emergency taking place. If the owners are unable to be contacted, all staff members will have the authority to carry out notification to staff and students. Larry's Barber College will, without delay, and taking into account the safety of the students and staff, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. Evacuation of the school will take place if deemed necessary and beneficial by Director/Campus Security. Staff members will be notified of the decision to evacuate and will be responsible for assisting in the evacuation of all students, clients, and other staff members. Any of the personnel listed above and responsible for confirming an emergency and initiating the notification system. To disseminate information to the larger community emergency information will be disseminated by television, radio, or Larry's Barber College social media accounts.

Who to contact:

Anyone with information warranting a timely warning should report circumstances to any of the following personnel:

Campus Director: Kassaundra Harris, kas@larrysbarbercollege.com

Administrative Office: Sandi Hampton, sandi@larrysbarbercollege.com

Admissions Office: Marnice Osborne, marnice@larrysbarbercollege.com

Timely Warning Procedure:

Personnel at Larry's Barber College will issue a timely warning when a report is received of violent crime against a person or particularly threatening crime against property on the campus that represents an ongoing danger to the safety of students, faculty, and staff. Timely warnings are sequentially numbered, beginning January 1 of each year, and provide details of the crime, a description of the suspect if known, information on whom to contact about the investigation.

When Director/Campus Security at Larry's Barber College becomes aware of off-campus crimes investigated by the Chicago Police Department that may present a serious or continuing threat to the campus community, a Timely Warning may be issued. This will be determined by personnel on a case-by-case basis based on the facts of the situation, the

possible impact on the campus community, and the information provided by Chicago Police Department. Information included in Timely Warnings:

1. A succinct statement of the incidents
2. Possible connection to previous incidents, if applicable.
3. Physical description of the suspect, if applicable.
4. Photo or composite drawing of the suspect, if available.
5. Date and time the bulletin was released.
6. Other relevant and important information.

The warning will be issued through email, memos, texts or announcement to students, faculty, and staff by a member of the administrative personnel listed above. Personnel may also contact the media directly to distribute information about criminal incidents in some situations.

Geography:

Campus is defined as any building or property owned or controlled by the school within the same contiguous geographic area and used by the school in direct support of or related to its educational purpose. The campus includes the facility located at 10456 S. Halsted st, Chicago, IL 60628 there are no buildings or properties owned or controlled by campus student organizations which are recognized by this institution.

Off-Campus Locations and Student Organizations:

Larry's Barber College does not own any off-campus locations for student organizations.

Alcoholic Beverages:

The possession, sale, manufacture, or distribution of any controlled substance is illegal under both state and federal laws. Violators are subject to school disciplinary action, criminal prosecution, fine and imprisonment. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone younger than 21 years of age in a public place or a place open to the public is illegal. It is also a violation of Larry's Barber College policy for anyone to consume or possess alcohol in any public or private area of its campus.

Illegal Drugs and Financial Aid:

An important sanction under federal law is that persons convicted of any federal or state offense involving possession of a controlled substance are ineligible to receive any or all federal benefits (e.g., social security, student loans) for up to one year. If the offense involves distribution of a controlled substance, the guilty person could be ineligible for any or all federal benefits for up to 5 years. Any students convicted of possessing or selling illegal drugs while receiving Title IV assistance will be ineligible for FSA funds based on the following chart:

Offense (s)	Possession of Illegal Drugs	Sale of Illegal Drugs
1 st offense	1 year from date of conviction	2 years from date of conviction
2 nd offense	2 years from date of conviction	Indefinite period
3 rd offense	Indefinite period	Indefinite period

This is to inform Staff and Students of the requirements of the Drug-Free Schools and Communities Act Amendments of 1989, Public Law 101-226 and what Larry's Barber College requires of its Staff and Students.

All Staff and Students are prohibited from the unlawful manufacture and distribution, possession, or use of illicit drugs or alcohol. This prohibition applies while on the property of the school or participating in any institutional activity. This prohibition also applies to any student or employee who has a state issued medical marijuana card. Students or employees who violate this policy will be subject to disciplinary action up to and including expulsion from school or termination from employment.

There are numerous legal sanctions and penalties under local, state, and federal laws, which can be used to punish violators. Penalties can range from suspension, revocation and denial of a driver's license to 20-50 years imprisonment at hard labor without benefit of parole. Property may be seized. Community service may be mandated.

Recent federal anti-drug laws affect a number of areas in everyone's lives. Students could lose eligibility for federal financial aid, could be denied other federal benefits, such as Social Security, retirement, welfare, health, disability, and veterans benefits. The Department of Housing and Urban Development, which provides funds to states and communities for public housing, now has the authority to evict residents and members of their household who are involved in drug related crimes on or near the public housing premises. Businesses could lose federal contracts if the company does not promote a drug-free environment. Finally, a record of a felony or conviction in a drug-related crime may prevent a person from entering certain careers.

The laws of the State are adequate to protect the innocent, but stringent enough to insure that persons involved with the illegal dealing of drugs or excessive use of alcohol can be adequately punished. For example, a small amount of drugs found on a person may lead to an arrest, which could require the person to make payment of all court costs as well as participate in mandatory community service. A person found with drugs with the intention to distribute, could be imprisoned. A person found to be intoxicated while driving could be forced to pay court costs, lawyer's fees, participate in community service, receive an increase in the cost of automobile insurance or even lose their driver's license and end up in prison.

The State has various laws regarding misuse of controlled substances (prescription drugs), alcohol, and also the use of illegal drugs.

In addition to local and state authorities, the federal government has four agencies employing approximately 52,500 personnel engaged in fighting illicit drugs. These agencies are: The Drug Enforcement Agency, U.S. Customs Service, Federal Bureau of Investigation, and the U.S. Coast Guard.

Here are a few legal facts that you should be aware. It is a crime to hold someone else's dope. It is a crime to sell fake dope. You can be arrested if you are in a house (or a school) where people are using drugs, even though you are not.

You are considered to possess, under legal terms of "constructive possession," dope that is in your locker, purse, car, or house.

Drug abuse is the utilization of natural and/or synthetic chemical substances for non-medical reasons to affect the body and its processes, the mind and nervous system and behavior. The abuse of drugs can affect a person's physical and emotional health and social life. Alcohol is the most abused drug in the United States.

Drugs can be highly addictive and injurious to the body as well as one's self. People tend to lose their sense of responsibility and co-ordination. Restlessness, irritability, anxiety, paranoia, depression, acting slow moving, inattentiveness, loss of appetite, sexual indifference, comas, convulsions or even death can result from overuse of drugs.

Not only does the person using the drug subject himself to all sorts of health risks, drug use can, and in many instances do, cause grief and discomfort to innocent people. A drug-dulled brain, for example, affects the wide range of skills needed for safe driving, such as thinking. Further, reflexes are slowed, making it hard for drivers to respond to sudden, unexpected events. Alcohol-related highway deaths are the top killer of 15-24 year olds.

Dependency upon drugs can only lead to a life of misery and misfortune. The illegal use or abuse of drugs has a very high impact on our society and the type of crimes committed. To support a drug habit, people must resort to many things, which can only lead to a life of horror and in some instances, death. The dollar costs can range from \$200 to \$3000 per week to support a habit. More importantly, the drug habit impacts a person's family and lifestyle and career prospects as well as one's physical well-being and self-respect.

Treatment is available and may be expensive. For example, a typical live-in program lasting four (4) weeks can cost from \$5,000 to \$15,000. Out-patient programs cost from \$1,000 to \$5,000. Who pays for these treatments? There may be programs that cover the costs. One way or another, the person and the

taxpayer pays! It has been proven that an individual “hooked” cannot just stop, but requires professional care to kick the habit.

There are classic danger signals that could indicate the first sign of drug use. The primary ones that could call attention to one’s use of drugs are:

- Abrupt changes in mood or attitude
- Continuing slump at work or school
- Continuing resistance to discipline at home or school
- Cannot get along with family and friends
- Unusual temper flare-ups
- Increased borrowing of money
- Heightened secrecy
- A complete new set of friends

We recommend that any person observing any of the above changes in either staff or students, immediately notify the school manager or director. Caution must be observed not to wrongly accuse a person suspected of taking drugs as an improper accusation could lead to embarrassment both to the individual and the school.

Once it has been determined by management that assistance to overcome a drug problem is necessary, the individual and his/her family will be counseled on where they can obtain professional assistance. Records will be maintained of any counseling provided the individual, but will remain confidential.

There are clinics in the school’s vicinity, which can render assistance. Treatment must be an expense borne by the student/patient. The school can only offer advice in a limited manner. If the individual is in immediate danger of harming him/herself or others, local law authorities will be immediately contacted. Staff and students who violate these standards of conduct subject themselves to disciplinary action. Students are reminded that as a pre-condition to accepting a Pell Grant, that they sign a certificate stating they would not engage in the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance during the period covered by a Pell Grant. A Pell Grant recipient convicted of a criminal drug offense resulting from a violation occurring during the period of enrollment covered by the Pell Grant, must report the conviction, in writing, within 10 calendar days of the conviction, to the Director, Grants and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S.W., Room 3073, FOB-6, Washington, D.C. 20202-4571. Failure to report the conviction could lead to loss, suspension and/or termination from the school.

There are drug or alcohol counseling, treatment, and rehabilitation facilities available in our area where you can seek advice and treatment. The yellow pages of the local telephone book, is an excellent source. Look under the heading “Drug Abuse & Addiction – Information and Treatment” for the nearest resource available to you.

Resources:

- ☞ Drug Abuse Hotline (773) 275-9393
550 Webster Open 24 hours
Chicago, IL 60614

- ☞ Haymarket Center (312) 266-7984
108 N Sangamon St Open 24 hours
Chicago, IL 60607

- ☞ South Suburban Council (708)-547-3333
1909 Cheker Square Open 24 hours
East Hazel Crest, IL 60429

- ☞ National Alcohol Abuse Hotline
Open 24 Hours for additional resources
(800) 234-0420 or (800) 252-6465

- ☞ Resurrection Behavioral Health-Addiction Services
(847) 493-3700
8 S Michigan Ave Suite 2110 Chicago, IL 60603

Procedures for Student Violations of Larry's Barber College Sexual Misconduct Protocol		
Procedure institution will follow for Sexual Assault	Evidentiary Standard	Sanctions
<p>1. Depending on when reported (immediate vs. delayed report), institution will provide complainant with access to medical care.</p> <p>2. Institution will assess immediate safety needs of complainant.</p> <p>3. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department.</p> <p>4. Institution will provide complainant with referrals to on-and off-campus mental health providers.</p> <p>5. Institution will assess need to implement interim or long-term protective measures such as changes in class schedule, "No Contact" directive between both parties.</p> <p>6. Institution will provide a "No Trespass" directive to accused party, if deemed appropriate.</p> <p>7. Institution will provide written instructions on how to apply for a protective order.</p> <p>8. Institution will provide a copy of the Sexual Misconduct Protocol to complainant and inform the complainant regarding time</p>	<p>The preponderance of the evidence standard.</p>	<ul style="list-style-type: none"> ❖ Warning or Reprimand ❖ Disciplinary Probation ❖ Disciplinary Suspension ❖ Disciplinary Expulsion <p>(*Defined by the Disciplinary Action Section of the Student Handbook)</p>

<p>frames for inquiry, investigation and resolution.</p> <p>9. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is.</p> <p>10. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.</p>		
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Procedure institution will follow for Stalking	Evidentiary Standard	Sanctions
<p>1. Institution will assess immediate safety needs of complainant.</p> <p>2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department.</p> <p>3. Institution will provide written instructions on how to apply for a protective order.</p> <p>4. Institution will provide written information to complainant on how to preserve evidence.</p> <p>5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.</p> <p>6. Institution will provide a “No Trespass” directive to accused party, if deemed appropriate.</p>	<p>The preponderance of the evidence standard.</p>	<ul style="list-style-type: none"> ❖ Warning or Reprimand ❖ Disciplinary Probation ❖ Disciplinary Suspension ❖ Disciplinary Expulsion <p>(*Defined by the Disciplinary Action Section of the Student Handbook)</p>

Procedure institution will follow for Dating Violence	Evidentiary Standard	Sanctions
<p>1. Institution will assess immediate safety needs of complainant.</p> <p>2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department.</p> <p>3. Institution will provide written instructions on how to apply for a protective order.</p> <p>4. Institution will provide written information to complainant on how to preserve evidence.</p> <p>5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.</p> <p>6. Institution will provide a “No Trespass” directive to accused party, if deemed appropriate.</p>	<p>The preponderance of the evidence standard.</p>	<ul style="list-style-type: none"> ❖ Warning or Reprimand ❖ Disciplinary Probation ❖ Disciplinary Suspension ❖ Disciplinary Expulsion <p>(*Defined by the Disciplinary Action Section of the Student Handbook)</p>

Procedure institution will follow for Domestic Violence	Evidentiary Standard	Sanctions
<p>1. Institution will assess immediate safety needs of complainant.</p> <p>2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department.</p> <p>3. Institution will provide written instructions on how to apply for a protective order.</p> <p>4. Institution will provide written information to complainant on how to preserve evidence.</p> <p>5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.</p> <p>6. Institution will provide a “No Trespass” directive to accused party, if deemed appropriate.</p>	<p>The preponderance of the evidence standard.</p>	<ul style="list-style-type: none"> ❖ Warning or Reprimand ❖ Disciplinary Probation ❖ Disciplinary Suspension ❖ Disciplinary Expulsion <p>(*Defined by the Disciplinary Action Section of the Student Handbook)</p>

Procedures for Employee Violations of Larry's Barber College Misconduct Protocol		
Procedure institution will follow for Sexual Assault	Evidentiary Standard	Sanctions
<ol style="list-style-type: none"> 1. Depending on when reported (immediate vs. delayed report), institution will provide complainant with access to medical care. 2. Institution will assess immediate safety needs of complainant. 3. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department. 4. Institution will provide complainant with referrals to on- and off-campus mental health providers. 5. Institution will assess need to implement interim or long-term protective measures, such as changes in class schedule, "No Contact" directive between both parties. 6. Institution will provide a "No Trespass" directive to accused party, if deemed appropriate. 7. Institution will provide written instructions on how to apply for a protective order. 8. Institution will provide a copy of the Sexual Misconduct Protocol to complainant and inform the complainant regarding time 	<p>The preponderance of the evidence standard.</p>	<p>Appropriate disciplinary action, including and up to termination of employment.</p>

<p>frames for inquiry, investigation and resolution.</p> <p>9. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is.</p> <p>10. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.</p>		
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Procedure institution will follow for Stalking	Evidentiary Standard	Sanctions
<ol style="list-style-type: none"> 1. Institution will assess immediate safety needs of complainant. 2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department. 3. Institution will provide written instructions on how to apply for a protective order. 4. Institution will provide written information to complainant on how to preserve evidence. 5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate. 6. Institution will provide a "No Trespass" directive to accused party, if deemed appropriate. 	<p>The preponderance of the evidence standard.</p>	<p>Appropriate disciplinary action, including and up to termination of employment.</p>

Procedure institution will follow for Dating Violence	Evidentiary Standard	Sanctions
<ol style="list-style-type: none"> 1. Institution will assess immediate safety needs of complainant. 2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department. 3. Institution will provide written instructions on how to apply for a protective order. 4. Institution will provide written information to complainant on how to preserve evidence. 5. Institution will assess need to implement interim or long---term protective measures to protect the complainant, if appropriate. 6. Institution will provide a “No Trespass” directive to accused party, if deemed appropriate. 	<p>The preponderance of the evidence standard.</p>	<p>Appropriate disciplinary action, including and up to termination of employment.</p>

Procedure institution will follow for Domestic Violence	Evidentiary Standard	Sanctions
<ol style="list-style-type: none"> 1. Institution will assess immediate safety needs of complainant. 2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department. 3. Institution will provide written instructions on how to apply for a protective order. 4. Institution will provide written information to complainant on how to preserve evidence. 5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate. 6. Institution will provide a "No Trespass" directive to accused party, if deemed appropriate. 	<p>The preponderance of the evidence standard.</p>	<p>Appropriate disciplinary action, including and up to termination of employment.</p>

Assistance for Victims: Rights and Options

Regardless of whether a victim elects to pursue a criminal complaint, or whether the offense is alleged to have occurred on or off campus, the school will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options.

Such information will include:

- The procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred;
- Information about how the institution will protect the confidentiality of victims and other necessary parties;
- A statement that the institution will provide written notification to students and employees about victim services within the institution and in the community;
- A statement regarding the institution's provisions about options for, available assistance in, and how to request accommodations and protective measures; and
- An explanation of the procedures for institutional disciplinary actions.

Student Code of Conduct Special Provisions for Sexual Misconduct and Other Sensitive Issues

1. **Advisor/Advocate:** All student parties to sexual misconduct complaints have the right to an advisor/advocate from the community to assist and support in connection with grievance proceedings. Larry's Barber College does not disallow any advisor but does prohibit any advisor from speaking during any meeting or grievance procedure.
2. **Sexual History/Character:** All parties to a complaint have a right not to face questions or discussion of their sexual history or character unless the administrative officer decides that such information is highly relevant to determining whether the policy has been violated.
3. **Right to Know Outcome and Sanctions:** The complainant and the accused party both have the right to know the outcome and sanctions.
4. **Right to Be Informed of Complainant's and Respondent's Review (Appeal) Status:** The parties will be informed by the Director/Campus Security or his designee if any of the parties to the complaint requests an appeal.
5. **Right to Appeal:** A complainant or respondent has the right to appeal. A student shall be informed of his/her right to file a complaint with the United States Department of Education, Office of Civil Rights.
6. **Right to be Informed of Policy:** Information regarding this protocol and any accompanying procedures shall be distributed annually to school employees and students in a manner calculated to provide easy access and wide distribution, such as through electronic distribution and inclusion in major College publications. Copies of the policy and procedures should be readily available at the school's administrative offices.
7. **Right to not be Dissuaded from Participating in Law Enforcement Processes:** Larry's Barber College encourages any victim of a crime, especially sexual assault, stalking, domestic or dating violence, to file a report with the appropriate law enforcement department. A complainant has

the right to file said report before they alert Larry's Barber College of the allegation of sexual misconduct or after they have participated in an on-campus administrative process. The school would never dissuade a victim from seeking remedies from the criminal justice system. Director/Campus Security can assist any victim with contacting the appropriate law enforcement agency should they require such assistance.

Chicago Training School's Responsibilities for Orders of Protection

Larry's Barber College complies with Illinois law in recognizing emergency protective orders and protective orders by arresting violators of protective orders. Any person who obtains an order of protection from a recognized court of law in the State of Illinois should provide a copy to Larry's Barber College Director/Campus Security. A complainant may then meet with Director/Campus Security to develop a Safety Action Plan, which is a plan for Director/Campus Security and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to, escorts, special parking arrangements, changing classroom location, etc. Protection from abuse orders may be available through the county attorney, a private attorney or through a legal aid service program. The application must be filed in the county in which you or the offender lives. There are no minimum time limits to establish residency and protective orders are available in every county in Illinois.

Chicago Training School's No Contact Orders

If the accused individual is a member of Larry's Barber College community, an institutional no contact letter/order may be issued if deemed appropriate or at the request of the victim or accused. This will prohibit communication, verbally, in writing, through technology or third parties, between the parties. If the school receives a report that such an institutional no contact order has been violated, the school will initiate disciplinary proceedings appropriate to the status of the accused (student, employee, etc.) and will impose sanctions if the accused is found responsible for violating the no contact order.

Confidentiality

To the greatest extent possible, the school shall respect the privacy of the complainant, persons against whom a report is filed and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation and comply with applicable law. Larry's Barber College will protect the identity of persons who report having been victims of sexual assault, domestic violence, dating violence or stalking to the fullest extent of the law. Victims may request that directory information on file be removed from public sources by request from the Admissions and Records office.

Different people on campus have different reporting responsibilities and different abilities to maintain your confidentiality, depending on their roles at the school. Victims should be aware of confidentiality and mandatory reporting, in order to make informed choices, when consulting campus resources. On campus, some resources may maintain your complete

confidentiality, offering you options and advice without any obligation to tell anyone, unless you want them to. Other resources are expressly there for you to report crimes and policy violations, and they will take action when you report your victimization to them.

Additionally, personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant. The school does not publish the names of crime victims nor house identifiable information regarding victims. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

Adjudication of Violations

The school's disciplinary process includes a prompt, fair and impartial investigation and resolution process. In all instances, the process will be conducted in a manner that is consistent with the school's policy and that is transparent to the accuser and the accused. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 30-45 business days of the report. However, each proceeding allows for extensions of time frames for good cause with written notice to the accuser and the accused of the delay and the reason for the delay. School officials involved in the investigation or adjudication of domestic violence, dating violence, sexual assault and stalking complaints are trained annually on the issues related to domestic violence, dating violence, sexual assault and stalking as well as how to conduct an investigation, and hearing process that protects the safety of the victim and promotes accountability. Furthermore, each policy provides that:

1. The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present;
2. The accuser, the accused and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meeting and hearings;
3. The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused;
4. The accuser and the accused will have the same opportunities to have others present during any institutional disciplinary proceeding. The accuser and the accused each have the opportunity to be advised by an advisor/representative of their choice at any stage of the process and to be accompanied by that advisor/representative to any related meeting or proceeding. The school will not limit the choice of advisor or presence for either the accuser or the accused in any meeting or institutional disciplinary proceedings.
5. The accuser and the accused will be notified simultaneously, in writing, of the initial, interim, and final decision of any disciplinary proceeding; and
6. Where an appeal is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing, of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the

accuser and the accused will be notified simultaneously in writing of any change to the result prior to the time that it becomes final, as well as of the final result once the appeal is resolved.

Notification to Victims of Crimes of Violence

Larry's Barber College will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as the result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

EMERGENCY PROCEDURES

Fire Evacuation Procedure:

In case of fire in the school itself, or in any building that the school is connected to, school faculty will notify all students and clients. Instructor will direct students and clients out of the building through the nearest exit in an **orderly** and **calm manner**. The receptionist, or whoever is aware of the fire, will call the fire department (911).

Advise all clients that you are not sure about the emergency but need to evacuate the building. Assure all clients that their needs will be taken care of when faculty secures the safety of all students and clients.

All students should take their client, and help other students and clients if need be, and proceed to the nearest exit. Students, clients, and faculty will meet at the sidewalk at the southwest corner of the parking lot. It is imperative that all students and clients go to this location so faculty can do a head count to make sure everyone has made it out of the building.

Once all students and clients are accounted for, the needs of the clients will be addressed.

IN THE EVENT OF EXTREME WEATHER CONDITIONS:

Larry's Barber College will be closed in the event of extreme weather conditions. Students will refer to the HISD's school closures, and social media outlets

Sex Offenses and Offenders Policy:

Sex Offenses:

A sex offense is described as any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

Procedures for what you should do if you have been raped:

1. If you are a victim of a sexual assault, your first priority should be to get to a safe place.
2. Victims are strongly encouraged to report the incident to the local police.
3. Seek emergency medical care.
4. The victim should not change clothes or bathe before going to a hospital in order to preserve physical evidence that may be needed for investigation and prosecution.
5. If the victim is reluctant to contact the police initially, she/he should still seek treatment at a hospital to preserve evidence and address any health concerns. Then medical attention should be obtained.

6. Contact Director/Campus Security at Larry's Barber College to report the incident. Personnel at Larry's Barber College will assist the student in notifying the local police if the student(s) requests assistance.

Larry's Barber College educates the student community about sexual assaults and date rape through (ASR) annually by October 1. Chicago Police Department offers sexual assault education and information programs to Larry's Barber College students and employees upon request.

The Chicago Police Department strongly advocates that a victim of sexual assault reports the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to a Larry's Barber College Staff member. Filing a report with Larry's Barber College Director/Campus Security will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions for HPD officers. Filing a report will:

- Ensure that a victim of sexual assault receives the necessary medical treatment and tests at no expense to the victim
- Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam)
- Assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention. When a sexual assault victim contacts the Chicago Department, the Police Sex Crimes Unit will be notified as well. Larry's Barber College Director/Campus Security will also be notified. The victim of a sexual assault investigation will be guided through the criminal justice system. Larry's Barber College does not offer on-campus counseling for victims of sex offenses. However, there are a variety of off-campus services available, such as:

RAINN – Rape, Abuse & Incest National Network Hotline 800-656-4673

Changes available at Larry's Barber College for Victims:

Personnel at Larry's Barber College can assist the victim with issues including, but not limited to, class schedule changes and withdrawal procedures. If the reporting student provides credible evidence that the accused student presents a continuing danger to a person or property or poses an ongoing threat of disrupting the academic process, the personnel at Larry's Barber College may take interim disciplinary action against the accused student as appropriate.

Rights of the Accused and Accuser:

Report domestic violence, dating violence, sexual assault or stalking, to campus security. Any student or employee who wishes to file a disciplinary complaint may do so by contacting personnel at Larry's Barber College regardless of whether law enforcement or criminal justice authorities choose to prosecute an act involving a Larry's Barber College student or employee, disciplinary action may be imposed through a campus disciplinary proceeding.

During such a disciplinary proceeding, the accuser and the accused are entitled to the same opportunities to have others present. Disciplinary sanctions may be imposed on students or employees who commit a sexual offense on campus or in connection Larry's Barber College activities.

Possible sanctions to be imposed following the final determination of disciplinary procedures include suspension or expulsion from Larry's Barber College or termination of employment. The accuser and the accused will be informed of the outcome of any disciplinary proceedings brought alleging sexual misconduct.

Disclosures to an alleged victim:

Larry's Barber College, upon written request, will disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged is deceased as a result of the crime or offense, the information shall be provided, upon request, to the next of kin of the alleged victim.

Sexual Offender Registration:

The Campus Sex Crimes Prevention Act (CSCPA) of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed by, institutions of higher education. The CSCPA is an amendment to the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Act. The federal law requires state law enforcement agencies to notify Larry's Barber College of sex offenders residing in and near the school's location. In addition, a list of all registered sex offenders in Illinois is available from the Illinois Department of Public Safety at <https://publicsite.dps.illinois.gov/SexOffenderRegistry>. The CSCPA further amends the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders. This statement is provided in compliance with the Campus Sex Crimes

Missing Student Notification: Our school does not provide on-campus housing; therefore, in accordance with Department of Education and HEOA Sec 488(g) amended HEA Sec. 485 (20 U.S.C. 1092): added HEA Sec. 485(j), we do not have a Missing Person Notification Policy.

Statistics from Local Law Enforcement Agencies:

Larry's Barber College will make a good-faith effort to collect crime statistics for all Clery Act crimes committed in the included geographic locations from the Chicago Police Department. Larry's Barber College will contact the Chicago Police Department via letter, email, or in person, requesting crime statistics.

Larry's Barber College
Campus Security Report
For Staff and Students:

Crime Statistics

The following criminal offenses were reported to Larry's Barber College, or the local police, as having occurred on campus:

CRIME	2023	2022	2021
MURDER	0	0	0
RAPE, PRIOR TO 8/1/2019	0	0	0
SEXUAL OFFENSE (FORCIBLE)	0	0	0
SEXUAL OFFENSE (NON-FORCIBLE)	0	0	0
ROBBERY	0	0	0
AGGRAVATED ASSAULT	0	0	0
BURGLARY	0	0	0
MOTOR VEHICLE THEFT	0	0	0
HATE CRIMES	0	0	0

Hate Crimes are described as ones that manifest evidence of prejudice based on race, religion, sexual orientation, or ethnicity, as prescribed by the Hate Crimes Statistics Act (28 U.S.C. 534)

In addition to the above crimes, the following numbers of arrests were made during 2018-2020 for these specific violations:

CAUSE OF ARREST	2023	2022	2021
LIQUOR-LAW VIOLATIONS	0	0	0
DRUG-ABUSE VIOLATIONS	0	0	0
WEAPONS POSSESSIONS	0	0	0