



Annual Security Report: October 2018

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1. Jeanne Clery Disclosure

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, or Clery Act, mandates that all Title IV institutions, without exception, prepare, publish and distribute an Annual Security & Fire Safety Report.

1.1. Campus Policies Regarding Reporting Criminal Offenses

All students and employees are encouraged to report crimes, suspicious activities, resulting injuries from criminal offenses or other security problems.

Your safety is important. First, notify the appropriate contact at your school. The appropriate contact will then contact the local police department.

If you experience a life-threatening emergency, please call 9-1-1.

1.2. Campus Policy for Making Timely Warning Reports

In the event that the Director of Schools determines that a situation constitutes an ongoing or continuing threat, campus-wide “timely warning” will be issued.

2. Email Notification Program

All employees and students are encouraged to participate in our email notification program. Email alerts are managed by the Senior Administrator, Nicole King. Nicole will send out Email alerts, iPad Notification alerts via: Meraki Dashboard as well as Post on School’s Social Media Pages, regarding safety and announcements required by unforeseen circumstances; including, but not limited to school closures from weather. Employees and Students can register by emailing Nicole@boldbeautyacademy.com or by mail to Bold Beauty Academy, LLC 928 Broadwater Avenue, Suite C, Billings, MT 59101 or by phone at (406) 252-3232.

3. Timely Warning

A timely warning is a short description of the crime or incident, time and date, location, reported offense, suspect description, and any other pertinent information pertaining to the crime. This timely warning will also include personal safety information to protect individuals from becoming victims. The timely warning will be distributed via public announcement and may include a memo to a bulletin board. If deemed necessary by the Senior Administrator, other method of notification may be employed, including, but not limited to, flyers, notices on official school websites/social media and local media.

4. Campus Policy for Preparing Annual Crime Statistics

The crime statistics report is prepared and completed by Administrator (Autumn Bergen) and submitted to the Department of Education annually. The crime statistics report includes crime statistics for the three most recent calendar years concerning the occurrence on campus, in or on non-campus building or property and on public property for the following offenses:

- Criminal Homicide (murder and non-negligent manslaughter)

- Sex Offenses (forcible and non-forcible sex offenses)
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Arrests for Liquor Law Violations, Drug Law Violations and Illegal Possession (including persons referred for campus disciplinary action)
- Hate Crimes (Race, Gender, Religion, Sexual Orientation, Ethnicity and Disability of the Victim)

5. Policies Concerning Security of and Access to Campus Facilities

Students, faculty, and staff have access to academic and administrative facilities on campus. The general public may attend certain activities on campus with access limited to only the facilities in which activities are held and within the time that those activities occur.

Professionals engaged in the maintenance of institution facilities will have access to campus facilities. Maintenance professionals will be instructed to which facilities they have access and when they may access the facilities.

Please report any unauthorized person to our campus contact. List of Titles of Persons Whom Students and Employees Should Report Criminal Offenses:

- Nicole King, Senior Administrator 406.252.3232
- Madison Kaiser, Administrator 406.252.3232

6. Confidential Report

A victim may elect to not pursue action within the institution or criminal justice system and provide a confidential report. A confidential report may be given to the appropriate contact. The confidential report will help provide the institution with an accurate record of the number of incidents and to allow the community to be made aware.

6.1. Institution Security Personnel

The authority on each campus is the institutional contact whom students and employees should report criminal offenses. In their absence, the senior instructor should be notified. Senior instructors will notify the Director of any criminal offense. The Director and Ray White have a campus representative role with the local police departments of each institution.

6.2. Prompt & Accurate Reporting

Prompt and accurate reporting to the appropriate contact is an integral component of campus safety. In life threatening situations, please call 9-1-1 immediately. Our institution is committed to the principles of self-discipline and self-governance that require that misconduct be reported and the appropriate sanctions be imposed. Each of our students and employees share responsibility in helping us preserve a safe and comfortable learning environment.

First determine if you are experiencing a non-emergency or emergency. Non-emergency is a crime that happened a while ago and there is no direct danger to you or another. If you have just seen or experienced a crime, or a crime is in progress, call 9-1-1. Remember:

- Your Name, Location (use street address not business name), and your contact number
- Quickly announce the number of people injured and how they were injured for medical response
- Briefly describe what has occurred; how many individuals were involved; and the time and location it occurred
- Note any weapons
- The time and location suspects were last seen and their appearance
- Relevant details (car, smell, sounds, accents)
- Write down any details as soon as possible

If you are the victim of a sexual assault:

- Go to a safe place
- Call 9-1-1
- Do not shower, bathe, or douche
- Do not urinate, if possible
- Do not eat, drink, smoke or brush teeth if oral contact occurred
- Keep the clothes worn during the offense (paper bag is okay but not plastic)
- Get prompt medical attention
- Do not destroy any physical evidence
- Write down all details as soon as possible

7. Counselors

Our institutions do not have any trained pastoral or professional counselors.

8. Be Safe!

- Be Aware! Recognize your vulnerability
- Report suspicious individuals
- Use buddy system at night or if something “does not feel right”
- Write your name on your belongings
- Use lockers with locks
- If you know someone being victimized, let an employee know immediately
- Do not accept rides from strangers

9. Drugs & Alcohol

Our institutions enforce drug and alcohol regulations as required in the Drug Free Schools and Communities Act of 1988 and amendments of 1989. The unlawful possession, use, or

distribution of alcohol by employees on school property, or as part of any institution activity is prohibited.

Students believed to be using alcohol or drugs may be referred to substance abuse programs outside the institution.

Illegal drugs and drug paraphernalia are prohibited. The possession, sale, manufacture, or distribution of any controlled substance is illegal under both state and federal laws. Therefore, any employee or student engaging in such illegal action will be subject to disciplinary procedures, which could result in sanctions, including termination of employment, suspension or expulsion from school, and criminal prosecution. In addition, the use and/or possession of weapons of any type, including facsimiles, except those in possession of a bona fide law enforcement agency, are not permitted on campus.

10. Sex Offender Registry

Information provided by state agencies concerning sex offenders can be found at www.svcalt.mt.gov/svor

11. Policy on Sexual Assault Prevention Programs & Procedures

If you feel you have been the victim of a sexual assault, you have the option to file a confidential report, to file a non-confidential report with the appropriate institution contact, and/or to contact the local law enforcement office. If you feel the need to alter your academic situation, please see your financial aid advisor.

The accuser and the accused are both entitled to the same opportunities of having others present during disciplinary proceedings and both will be advised of any outcome.

12. Missing Student Notification

Our schools do 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.

13. Emergency Response and Evacuation Procedures

13.1. Disaster Information for Students and Parents

Students and parents with questions about their federal student aid can call 1-800-4FEDAID (1-800-433-3243).

Borrowers who have questions about their federally-owned loans (Direct Loans or FFEL Purchased Loans) should contact their federal loan servicer directly. Federal Loan Servicer contact information is available on the Federal Student Aid Loan Servicers Web page <http://studentaid.ed.gov/PORTALSWebApp/students/english/FSALoanServicers.jsp>

They can also call 1-800-4FEDAID (1-800-433-3243) or may contact the Federal Student Aid Ombudsman at 1-877-557-2575 or 1-202-377-3800.

13.2. Additional Resources

- Federal Emergency Management Agency (FEMA)
- DisasterAssistance.gov
- American Red Cross
- The National Hurricane Center

Emergency Response and evacuation announcements will be made by the institutional contact or their designate. If time allows without compromising safety and without delay, all emergency and dangerous situations will be confirmed by either the Senior Administrator Nicole King and/or Administrator Madison Kaiser. Announcements will:

- Determine the appropriate people to be notified; including, the public via the official website of the particular institution affected; taking into account the safety of the community
- Determine the content of the notification
- Initiate the notification via website, email, announcements, and phone
- Persons responsible: Nicole King, Senior Administrator.

14. Geographic Locations under the Clery Act

14.1. On Campus

Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

14.2. On Public Property

All public property, including thoroughfares, streets, sidewalks, and parking facilities, that are within the campus, or immediately adjacent to and accessible from the campus.

15. Bold Beauty Academy, LLC Occurances

Criminal Offenses – On Campus 2016 2017 2018

Murder/Non-negligent manslaughter

0 0 0

Negligent manslaughter

0 0 0

Sex offenses – Forcible

0 0 0

Sex offenses – Non-forcible

0 0 0
Robbery
0 0 0
Aggravated assault
0 0 0
Burglary
0 0 0
Motor vehicle theft
0 0 1
Arson
0 0 0

Total Occurrences on Public Property
Criminal Offenses – On Campus 2016 2017 2018

Murder/Non-negligent manslaughter
0 0 0
Negligent manslaughter
0 0 0
Sex offenses – Forcible
0 0 0
Sex offenses – Non-forcible
0 0 0
Robbery
0 0 0
Aggravated assault
0 0 0
Burglary
0 0 0
Motor vehicle theft
0 0 0
Arson
0 0 0

Criminal Offense
2018 Total Occurrences of Hate Crimes
Category of Bias for Crimes Reported
Race Religion Sexual Orientation Disability Ethnicity/National Origin
Murder/Non-Negligent manslaughter 0 0 0 0 0
Sex Offenses – Forcible 0 0 0 0 0
Sex Offenses – Non-Forcible 0 0 0 0 0
Robbery 0 0 0 0 0
Aggravated Assault 0 0 0 0 0
Burglary 0 0 0 0 0
Motor Vehicle Theft 0 0 0 0 0

Arson 0 0 0 0 0
Simple Assault 0 0 0 0 0
Larceny-Theft 0 0 0 0 0
Intimidation 0 0 0 0 0
Destruction/damage/vandalism of property 0 0 0 0 0

Criminal Offense

2018 Total Occurrences of Hate Crimes

Category of Bias for Crimes Reported

Race Religion Sexual Orientation Disability Ethnicity/National Origin

Murder/Non-Negligent manslaughter 0 0 0 0 0

Sex Offenses – Forcible 0 0 0 0 0

Sex Offenses – Non-Forcible 0 0 0 0 0

Robbery 0 0 0 0 0

Aggravated Assault 0 0 0 0 0

Burglary 0 0 0 0 0

Motor Vehicle Theft 0 0 0 0 0

Arson 0 0 0 0 0

Simple Assault 0 0 0 0 0

Larceny-Theft 0 0 0 0 0

Intimidation 0 0 0 0 0

Destruction/damage/vandalism of property 0 0 0 0 0

Criminal Offense

2018 Total Occurrences of Hate Crimes

Category of Bias for Crimes Reported

Race Religion Sexual Orientation Disability Ethnicity/National Origin

Murder/Non-Negligent manslaughter 0 0 0 0 0

Sex Offenses – Forcible 0 0 0 0 0

Sex Offenses – Non-Forcible 0 0 0 0 0

Robbery 0 0 0 0 0

Aggravated Assault 0 0 0 0 0

Burglary 0 0 0 0 0

Motor Vehicle Theft 0 0 0 0 0

Arson 0 0 0 0 0

Simple Assault 0 0 0 0 0

Larceny-Theft 0 0 0 0 0

Intimidation 0 0 0 0 0

Destruction/damage/vandalism of property 0 0 0 0 0

Arrests – On Campus Number of Arrests

Law Violation 2016 2017 2018

Weapons: Carrying, Processing, etc. 0 0 0

Drug Abuse Violations 0 0 0

Liquor Law Violations 0 0 0

Arrests – Public Property Number of Arrests

Law Violation 2016 2017 2018

Weapons: Carrying, Processing, etc. 0 0 0

Drug Abuse Violations 0 0 0

Liquor Law Violations 0 0 0

Disciplinary Actions – On Campus Number of persons referred for Disciplinary Action

Law Violation 2016 2017 2018

Weapons: Carrying, Processing, etc. 0 0 0

Drug Abuse Violations 0 0 0

Liquor Law Violations 0 0 0

Disciplinary Actions – Public Property Number of persons referred for Disciplinary Action

Law Violation 2016 2017 2018

Weapons: Carrying, Processing, etc. 0 0 0

Drug Abuse Violations 0 0 0

Liquor Law Violations 0 0 0

Total Occurrences on Campus

Criminal Offenses – On Campus 2016 2017 2018

Murder/Non-negligent manslaughter

0 0 0

Negligent manslaughter

0 0 0

Sex offenses – Forcible

0 0 0

Sex offenses – Non-forcible

0 0 0

Robbery

0 0 0

Aggravated assault

0 0 0

Burglary

0 0 0

Motor vehicle theft

0 0 0

Arson

0 0 0

Total Occurrences on Public Property

Criminal Offenses – On Campus 2016 2017 2018

Murder/Non-negligent manslaughter

0 0 0

Negligent manslaughter

0 0 0

Sex offenses – Forcible
0 0 0
Sex offenses – Non-forcible
0 0 0
Robbery
0 0 0
Aggravated assault
0 0 0
Burglary
0 0 0
Motor vehicle theft
0 0 0
Arson
0 0 0

Criminal Offense
2018 Total Occurrences of Hate Crimes
Category of Bias for Crimes Reported
Race Religion Sexual Orientation Disability Ethnicity/National Origin
Murder/Non-Negligent manslaughter 0 0 0 0 0 0
Sex Offenses – Forcible 0 0 0 0 0 0
Sex Offenses – Non-Forcible 0 0 0 0 0 0
Robbery 0 0 0 0 0 0
Aggravated Assault 0 0 0 0 0 0
Burglary 0 0 0 0 0 0
Motor Vehicle Theft 0 0 0 0 0 0
Arson 0 0 0 0 0 0
Simple Assault 0 0 0 0 0 0
Larceny-Theft 0 0 0 0 0 0
Intimidation 0 0 0 0 0 0
Destruction/damage/vandalism of property 0 0 0 0 0 0

Criminal Offense
2018 Total Occurrences of Hate Crimes
Category of Bias for Crimes Reported
Race Religion Sexual Orientation Disability Ethnicity/National Origin
Murder/Non-Negligent manslaughter 0 0 0 0 0 0
Sex Offenses – Forcible 0 0 0 0 0 0
Sex Offenses – Non-Forcible 0 0 0 0 0 0
Robbery 0 0 0 0 0 0
Aggravated Assault 0 0 0 0 0 0
Burglary 0 0 0 0 0 0
Motor Vehicle Theft 0 0 0 0 0 0
Arson 0 0 0 0 0 0
Simple Assault 0 0 0 0 0 0

Larceny-Theft 0 0 0 0 0
Intimidation 0 0 0 0 0
Destruction/damage/vandalism of property 0 0 0 0 0

Criminal Offense

2018 Total Occurrences of Hate Crimes

Category of Bias for Crimes Reported

Race Religion Sexual Orientation Disability Ethnicity/National Origin

Murder/Non-Negligent manslaughter 0 0 0 0 0

Sex Offenses – Forcible 0 0 0 0 0

Sex Offenses – Non-Forcible 0 0 0 0 0

Robbery 0 0 0 0 0

Aggravated Assault 0 0 0 0 0

Burglary 0 0 0 0 0

Motor Vehicle Theft 0 0 0 0 0

Arson 0 0 0 0 0

Simple Assault 0 0 0 0 0

Larceny-Theft 0 0 0 0 0

Intimidation 0 0 0 0 0

Destruction/damage/vandalism of property 0 0 0 0 0

Arrests – On Campus Number of Arrests

Law Violation 2016 2017 2018

Weapons: Carrying, Processing, etc. 0 0 0

Drug Abuse Violations 0 0 0

Liquor Law Violations 0 0 0

Arrests – Public Property Number of Arrests

Law Violation 2016 2017 2018

Weapons: Carrying, Processing, etc. 0 0 0

Drug Abuse Violations 0 0 0

Liquor Law Violations 0 0 0

Disciplinary Actions – On Campus Number of persons referred for Disciplinary Action

Law Violation 2015 2016 2017

Weapons: Carrying, Processing, etc. 0 0 0

Drug Abuse Violations 0 0 0

Liquor Law Violations 0 0 0

Disciplinary Actions – Public Property Number of persons referred for Disciplinary Action

Law Violation 2016 2017 2018

Weapons: Carrying, Processing, etc. 0 0 0

Drug Abuse Violations 0 0 0

Liquor Law Violations 0 0 0