

Administrators are required to notify the superintendent and law enforcement if any person is believed to have committed first, second or third degree sexual assault or deviant sexual assault against a pupil or school employee while on school property or while involved in a school activity. The administrator must also report possession of a controlled substance or weapon by people in violation of school policy. A teacher must immediately report to the administrator knowledge of an assault or possession of a weapon or controlled substance.

CACC will provide timely notice to the campus community of crimes and other emergencies reported to campus security authorities or local police agencies which are considered to represent an immediate threat to students and/or employees.

The Staff Development program will offer appropriate staff development and training programs as they relate to violence prevention. The district will continue its training for students and staff in conflict resolution.

Additional Information Regarding Sexual Offenses

It is particularly important that sexual offenses be reported immediately. If you are the victim of a sexual offense tell someone, a close friend, a family member or counselor. You are encouraged to contact the police: dial 911, to report the assault. Obtain a medical examination. Receiving medical care immediately following a sexual offense is extremely important for the survivor's well being. The collection and preservation of evidence is very important if you ever want to prosecute the offender. School personnel will assist students in notifying the authorities, if requested.

Information regarding on and off-campus counseling and other student services for victims of sex offenses may be obtained in the CACC office, 4203 South Providence Road, 214-3809. Safety Resource Officers are available to address crime prevention issues including personal safety. Law enforcement agency information concerning registered sex offenders can be obtained from the Boone County Sheriff's Office, 442-6131.

REMEMBER

If it's a criminal activity, or if it appears suspicious, accurately and promptly notify a Columbia Area Career Center staff member, or call the Columbia Police Department. If you feel you must remain anonymous, then call Crime Stoppers at 875-8477.

PERSONAL SECURITY

The most successful strategy for improving the personal safety of students and staff is for each individual to assume responsibility for his/her own safety and to exercise every reasonable caution during all activities.

A high percentage of crimes are incidents of opportunity. Often students contribute to situational crimes by needlessly placing themselves or their property at risk. You need to know that crime will occur, but prevention efforts can be effective in reducing the opportunities for criminal activity. YOU play a key role in crime prevention efforts. Be cautious, careful, alert to your own safety, and protective of your possessions and Columbia Public School property.

Things to keep in mind:

- ◆ **Report any suspicious people or behaviors to a staff member.**
- ◆ **Avoid getting into vulnerable locations.**
- ◆ **Do not hesitate to call police when confronted.**
- ◆ **At night, walk in groups of at least two and stay on main walkways.**
- ◆ **Familiarize yourself with the location of the pay telephone (911 can be dialed without a coin).**
- ◆ **When parking, remove valuables from view; lock your vehicle and park in well-lit areas.**
- ◆ **Do not leave personal property unattended.**
- ◆ **Stay in control. Do not allow the abuse of alcohol or other substances to put you at risk.**

STUDENT RIGHT-TO-KNOW

AND

ANNUAL SECURITY REPORT

CRIME STATISTICS

DRUG, ALCOHOL

POLICIES

2016

***Columbia Public Schools
Columbia Area Career Center
4203 South Providence Road
Columbia, MO 65203***

***(573) 214-3800
CAMPUS SECURITY ACT***

SAFETY AND SECURITY

The Columbia Area Career Center (CACC) is dedicated to creating a safe and secure campus. An informed and safety-conscious campus community helps ensure this. Columbia Public Schools are staffed with experienced professional Safety Resource Officers. Their ability to serve CACC is directly related to your willingness to cooperate with them. It is important that everyone become familiar with our safety and security concerns, as well as policies and procedures which CACC follows. The Columbia Police Department has a strong working relationship with the Columbia Public Schools and CACC. Whenever an emergency or crime is reported, the Columbia Area Career Center Director or a member of her staff will assess the situation and make appropriate contact with the Columbia Police Department and Columbia Public School Safety Resource Officers who are authorized to enforce campus policy, if required. These individuals provide security for and access to all campus facilities for local law authorities in the apprehension and arrest of individuals engaged in unlawful activities.

EMERGENCY RESPONSE

CACC has an emergency response plan that is composed of professional development of staff, information for the building in response to crisis events, and is in compliance with the Missouri Office of Homeland Security. All new staff members have to complete online training on the emergency response plan. A flip chart of the emergency response plan is located by the door in all classrooms in the building. In addition, there is a crisis team composed of staff that meet regularly to discuss our emergency response plan and to serve as leaders in the case of a crisis event. Also, the building conducts routine emergency drills throughout the year to keep our staff up to date on evacuation procedures and shelter in place locations.

ALCOHOL/DRUGS

Under Missouri law, anyone under 21 years of age who buys, attempts to buy, or is in possession of alcohol can be charged within the Criminal Justice System with a misdemeanor and may be subjected to a fine, jail sentence, or both.

Under Missouri law, no one may possess any prescribed drug not in its original container or any illegal drug in violation of the law. Individuals in violation of Missouri laws regulating drug possession can be charged within the Criminal Justice System with a misdemeanor or felony crime and may be subjected to a fine, jail sentence, or both.

HANDBOOK POLICY

CACC explicitly condemns the misuse and abuse

of alcohol and other drugs. Possession or consumption of alcoholic beverages or illicit drugs is not permitted on campus and cannot be consumed or carried anywhere on the grounds of CACC, including the parking lot. Possible consequences of violations of the above policies include: legal action, fines, dismissal, expulsion, work assignments, verbal and written warnings, required counseling, or disciplinary probation. Any employee convicted of a criminal drug statute occurring in the workplace must notify the CACC Director no later than five calendar days after such conviction. Associated health risks along with a description of drug and alcohol abuse programs available to students and employees may be obtained in the Financial Aid Office.

CRIMINAL OFFENSES REPORTED

Criminal offenses occurring on CACC campus, non-campus or public property and reported to CACC or Columbia Police Dept.

	<u>2013</u>	<u>2014</u>	<u>2015</u>
Murder/			
Non-negligent			
Manslaughter	0	0	0
Negligent			
Manslaughter	0	0	0
Sex offenses			
Forcible/non-			
Forcible	0	0	0
Robbery	0	0	0
Aggravated			
Assault	1	0	0
Burglary	1	0	0
Motor Vehicle			
Theft	0	0	0
Arson	0	0	0
Prejudice	0	0	0
Liquor Law			
Violations	0	1	0
Drug Law			
Violations	0	0	0
Weapons			
Possession	0	0	0
Disciplinary Referrals			
Liquor/drug/			
Weapons	0	0	0

HATE CRIMES REPORTED

	<u>2013</u>	<u>2014</u>	<u>2015</u>
Murder/			
Non-negligent			
Manslaughter	0	0	0
Negligent			
Manslaughter	0	0	0
Sex offenses			

Forcible/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
Simple Assault		0	0
Larceny-Theft		0	0
Intimidation		0	0
Destruction/Damage/		0	0
Vandalism of Property			

***REPORTING CRIME
(Including Sexual Offenses)***

The Columbia Police Department is available 24 hours a day. Non-emergency calls should be made to 442-6131; for emergency calls dial 911. 911 calls from a pay telephone do not require a coin. Crimes or suspicious incidents can be reported directly to a Career Center staff member who will call the Columbia Police and a Columbia Public School Safety Resource Officer.

The procedures for on-campus disciplinary action for violation of District policy with regard to sexual offenses are addressed by the Grievance Procedure, with procedures for its implementation, and the Sexual Harassment Policy, CPS Policy Handbook. If rules have been violated, sanctions may include legal action, fines, disciplinary probation, work assignments, verbal and written warnings, required counseling or dismissal. Both the accused and the accuser are entitled to the same opportunities to have others present at a disciplinary proceeding and both shall be informed of the outcome. If requested, the school will make changes in a victim's academic situation if reasonably available.