

## **2011 Annual Security Report**

Each year prior to October 1, the Institute of Beauty and Wellness prepares this report to comply with the Jeanne Cleary Disclosure of Campus Security Policy and Campus Crime Statistics Act.

The report includes statistics for the previous three calendar years – 2008 to 2010 – on reported crimes that occurred on-campus; in a certain off-campus building occupied by the school; and on public property immediately adjacent to, and accessible from the Institute of Beauty and Wellness. The report also includes statistics for 2010 on demographics and public safety of Census Tract 15300 – the census tract that the Institute of Beauty and Wellness is located in. The report also includes institutional policies concerning campus security, crime prevention, the reporting of crimes, drug and alcohol abuse prevention, and emergency response and evacuation procedures.

The Admissions Department will notify prospective students with the course catalog insert where to obtain this report. All prospective staff members may obtain a copy from the Human Resources Department. Each year, the school will e-mail enrolled students and staff, the web site address to access the Annual Security Report.

Copies of the report may also be obtained by contacting the Financial Aid Department at 414-319-7581.

# Campus Security Policy

To provide a safe and secure environment for students, staff and guests, The Institute of Beauty and Wellness has adopted the following procedures.

1. Campus programs which inform students and staff about being responsible for their own safety and the security of others include:
  - a. Emergency procedures presented during orientation
  - b. Student Handbook is reviewed
  - c. Emergency procedures presented during student assemblies
  
2. Only certain staff are authorized to have keys to the building. Students and staff utilize a key card for a locked entrance. Access to the building is only given to students during their normal class time. Any students seeking access outside their normal class time must have prior authorization from a staff member. Alarm systems, outdoor lighting, security cameras, and telephones are integral parts of the campus security system. Facility security issues should be reported to management immediately.
  
3. Upon observing or involvement in any type of crime, or if there is an emergency occurring on the campus of the Institute of Beauty and Wellness, it should be reported immediately to a staff member.
  
4. All incidents will be investigated. Although, the Institute of Beauty and Wellness does not have a police or security department, it does refer violations of the law to law enforcement agencies.
  
5. In addition to this report, The Institute of Beauty and Wellness will provide a timely warning to students and staff of any occurrences of the following crimes that are reported to local police agencies and are considered to represent a serious or continuing threat to students and staff. As soon as the Institute of Beauty and Wellness becomes aware of the crimes, students and staff will be notified through e-mail, the posting of flyers, in-class announcements, or other appropriate means. These crimes include: criminal homicide, forcible and non-forcible sex offences, robbery, aggravated assault, burglary, motor vehicle theft, arson, hate crimes including crimes involving bodily injury reported to local police agencies that show evidence of prejudice based on race, gender, religion, sexual orientation, ethnicity or disability, arrests for violations of liquor and drug law violations and illegal weapons possession, and persons not arrested but referred for disciplinary action for liquor, drug, and weapons law violations.
  
6. As of February 2011, the Institute of Beauty and Wellness does not have any noncampus buildings or property and therefore all monitoring and recording of any criminal activity is conducted at the campus of 327 East Saint Paul Avenue, Milwaukee, WI 53202. The Institute of Beauty and Wellness does not have dormitories or other residential facilities for students on campus.

## **Alcoholic Beverages and Illegal Drugs Policy**

The possession, use and sale of alcoholic beverages and illegal drugs on the campus is governed by our institutional policies, as well as, Wisconsin state law and federal law. Violators are subject to institute disciplinary action, criminal prosecution, fine, and imprisonment. It is unlawful to sell, furnish, or provide alcohol to a person under the age of 21.

### **Health Risks Associated with Use and Abuse of Drugs and Alcohol**

Alcohol and other drug use may lead to a multitude of health problems. If you feel that you have a drug or alcohol addiction, please contact any one of the numbers listed below or contact your physician immediately.

### ***Drug and Alcohol Counseling/Treatment Availability***

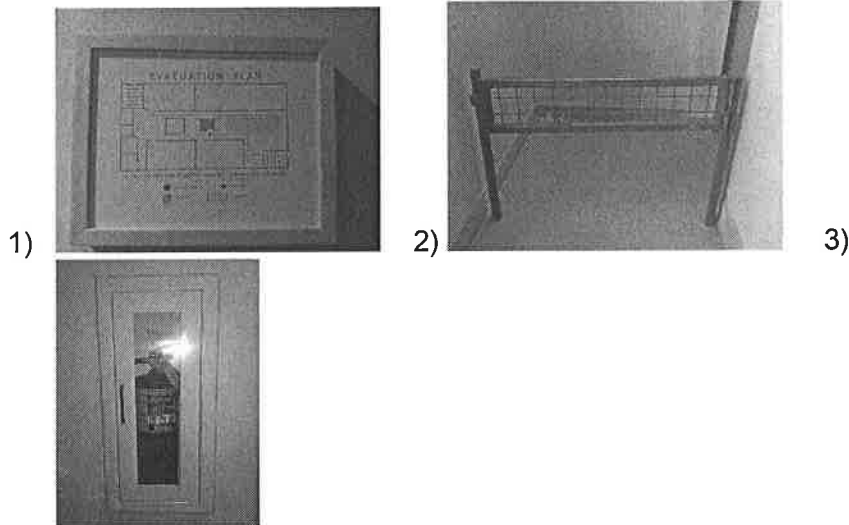
- Crisis help line: 262.257.7222
- Parent help line: 414.671.7222
- First call for help: 262.547.3388
- Rogers Memorial Hospital: 414.327.3000 treatment for alcohol and drug addiction, depression, anxiety, and eating disorders.
- Allied counseling services: 920.674.9582
- ARO counseling: 262.641.9050
- Counseling center of Milwaukee: 414.271.2565

## Emergency Response and Evacuation Procedures

The Institute of Beauty and Wellness will, without delay, and taking into account the safety of the community, determine the content of an emergency notification and initiate the campus emergency notification system, unless such notification will, in the professional judgment of campus security authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate an emergency.

### ***IN CASE OF AN EMERGENCY***

1. Emergency Evacuation Signs-These are posted outside of all elevator doors. All individuals in the building should use the east or west stairwell in case of an emergency evacuation. The elevator should not be used.
2. Safety Gate on east and west side-entrance to the basement-Purpose of these gates is to prevent someone during an emergency evacuation to accidentally go into the basement instead of outside per City of Milwaukee Building Code.
3. Fire Extinguishers: 2 fire extinguishers are located on the east and west side of each floor. In case of a fire, please remove the fire extinguisher and follow the directions attached to it.



The school has implemented a comprehensive All Hazards Plan that includes warnings and notifications. This institution warning and notification system incorporates three methods:

1. The Institute of Beauty and Wellness maintains a telephone system that covers the entire campus. In an emergency this system will be activated, followed by voice messages giving instructions on what actions to take.
2. In an emergency, the Institute of Beauty and Wellness will notify students and guests about school closures and cancellations.

3. Information about emergencies at the Institute of Beauty and Wellness is disseminated to a larger community by the school's Administrative Director or Director of Operations using the school's phone line and local news.



<b>Total Criminal Offenses Occurring on Campus Property</b>				
<b>Criminal Offense</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	
Murder/Non-negilent manslaughter	0	0	0	
Negligent manslaughter	0	0	0	
Forcible Sex offenses	0	0	0	
Non-forcible Sex Offenses Sex offenses (incest/statutory rape)	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	

<b>Total Criminal Offenses Occurring on Noncampus Buildings or Properties</b>				
<b>Criminal Offense</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	
Murder/Non-negilent manslaughter	0	0	0	
Negligent manslaughter	0	0	0	
Forcible Sex offenses	0	0	0	
Non-forcible Sex Offenses Sex offenses (incest/statutory rape)	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	

<b>Total Criminal Offenses Occurring on Public Property</b>				
<b>Criminal Offense</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	
Murder/Non-negilent manslaughter	0	0	0	
Negligent manslaughter	0	0	0	
Forcible Sex offenses	0	0	0	
Non-forcible Sex Offenses Sex offenses (incest/statutory rape)	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	

<b>Total Hate Crimes Occurring on Campus Property</b>				
<b>Criminal Offense</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	
Murder/Non-negilent manslaughter	0	0	0	
Negligent manslaughter	0	0	0	
Forcible Sex offenses	0	0	0	
Non-forcible Sex Offenses Sex offenses (incest/statutory rape)	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	0	
Larceny-theft	N/A	N/A	0	
Intimidation	N/A	N/A	0	
Destruction/damage/vandalism of property	N/A	N/A	0	

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<b>Criminal Offense</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	
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Negligent manslaughter	0	0	0	
Forcible Sex offenses	0	0	0	
Non-forcible Sex Offenses Sex offenses (incest/statutory rape)	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	0	
Larceny-theft	N/A	N/A	0	
Intimidation	N/A	N/A	0	
Destruction/damage/vandalism of property	N/A	N/A	0	

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Burglary	0	0	0	
Motor Vechicle Theft	0	0	0	
Arson	0	0	0	
Simple Assault	0	0	0	
Larceny-theft	N/A	N/A	0	
Intimidation	N/A	N/A	0	
Destruction/damage/vandalism of property	N/A	N/A	0	

<b>Total Number of Arrests Occurring on Campus Property</b>				
<b>Crime</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	
Weapons: carrying, possessing, etc.	0	0	0	
Drug abuse violations	0	0	0	
Liquor law violations	0	0	0	

<b>Total Number of Arrests Occurring on Noncampus Buildings or Properties</b>				
<b>Crime</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	
Weapons: carrying, possessing, etc.	0	0	0	
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Weapons: carrying, possessing, etc.	0	0	0	
Drug abuse violations	0	0	0	
Liquor law violations	0	0	0	

<b>Total Number of Persons Referred for Disciplinary Action on Campus Property</b>				
<b>Crime</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	
Weapons: carrying, possessing, etc.	0	0	0	
Drug abuse violations	0	0	0	
Liquor law violations	0	0	0	

<b>Total Number of Persons Referred for Disciplinary Action on Noncampus Buildings or Properties</b>				
<b>Crime</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	
Weapons: carrying, possessing, etc.	0	0	0	
Drug abuse violations	0	0	0	
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