

# RIZZIERI AVEDA SCHOOL OF MESSAGE

## Campus Crime Report

The Team Lead prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The report is prepared in cooperation with the local law enforcement agencies surrounding our campus.

Campus crime, arrest, and referral statistics include those reported to the Team Lead and local law enforcement agencies. Copies of the report may be obtained in the Student Records Office or by calling 856.810.7548. All prospective employees may obtain a copy from the Team Lead or by calling 856.810.7548.

Campus security procedures are available on the Security & Information page.

### To Report A Crime

Contact the Team Lead at 856.810.7548 (non-emergencies) or dial 9-1-1 (emergencies only). Any suspicious activity or person seen loitering inside or around the School buildings should be reported to the Team Lead. In addition, you may report a crime to the Student Records representatives at 856.810.7548.

### Campus Crime Statistics

Offense	On Campus			Non Campus			Public Property		
	2015	2016	2017	2015	2016	2017	2015	2016	2017
Murder/Non-Negligent Manslaughter	0	0	0	na	na	na	0	0	0
Negligent Manslaughter	0	0	0	na	na	na	0	0	0
Sex Offenses – Forcible	1	0	0	na	na	na	0	0	0
Sex Offenses - Non-Forcible	0	0	0	na	na	na	0	0	0
Robbery	0	0	0	na	na	na	0	0	0
Aggravated Assault	0	0	0	na	na	na	0	0	0
Burglary	0	0	0	na	na	na	0	0	0
Motor Vehicle Theft	0	0	0	na	na	na	0	0	0
Arson	0	0	0	na	na	na	0	0	0
Domestic Violence	0	0	0	na	na	na	0	0	0
Dating Violence	0	0	0	na	na	na	0	0	0
Stalking	0	0	0	na	na	na	0	0	0
Liquor Law Arrests	0	0	0	na	na	na	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0	0	na	na	na	0	0	0
Drug Law Arrests	0	0	0	na	na	na	0	0	0
Drug Law Arrests Referred for Disciplinary Action	0	0	0	na	na	na	0	0	0
Illegal Weapons Possession Arrests	0	0	0	na	na	na	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	0	0	0	na	na	na	0	0	0

**Hate Crimes** – There were no reported hate crimes for the years 2015, 2016 or 2017.

Crime statistics for domestic violence, dating violence and stalking were added effective 2013.

## Safety & Security Information

### Campus Security Procedures

Campus safety and security are important issues at the Rizzieri Aveda School of Massage. Our goal is to provide students with a safe environment in which to learn and to keep students, parents, and employees well informed about campus security. The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime

Statistics Act, or Clery Act, requires institutions of higher education to provide students and families with the information they need to make informed decisions. The following policies and procedures are established to comply with the Clery Act.

### **A. Timely Warnings**

In the event that a situation arises, either on or off campus, that, in the judgment of the Team Lead constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued through the most effective and efficient means available and may include instant messaging to students and School employees. Notices may also be posted in the common areas throughout the School. Anyone with information warranting a timely warning should report the circumstances to the Team Lead by phone at 856.810.7548 or in person at the School.

### **B. Reporting the Annual Disclosure of Crime Statistics**

The School prepares this report to comply with the Clery Act. The full text of this report can be located on our web site at [www.rizzierischoolofmassage.com](http://www.rizzierischoolofmassage.com). This report is prepared in cooperation with the local law enforcement agencies around our campus.

Campus crime, arrest and referral statistics include those reported to the Voorhees Police, designated campus officials (including but not limited to the Team Lead), and other law enforcement agencies.

Each year notification is made to all enrolled students and employees that provides the web site to access this report. Copies of the report may also be obtained in person from the Team Lead or by calling 856.810.7548. All prospective employees may obtain a copy from the Team Lead 856.810.7548.

### **C. Reporting of Criminal Offenses**

The Rizzieri Aveda School of Massage encourages anyone who is the victim or witness to any crime to report the incident as soon as possible. Contact the Team Lead at 856.810.7548 (non-emergencies) or dial 9-1-1 (emergencies only). Any suspicious activity or person seen loitering inside or around the School building should be reported to the Team Lead. In addition, you may report a crime to the Student Records Administrator at 856.552.1445 or to Voorhees Town Center Security 856.498.5162.

For off campus options you may contact the Voorhees Police Department at 856.428.5400 for non-emergencies. You should always dial 9-1-1 for emergency situations.

The Voorhees Police Department encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. Because police reports are public records under state law, the Voorhees Police Department cannot hold reports of crime in confidence. Anonymous reports of crime may be made to 856.627.7174.

### **D. Confidential Reporting**

The Rizzieri Aveda School of Massage encourages anyone who is the victim or witness to any crime to report the incident as soon as possible. All reports will be investigated. The School does not have procedures for voluntary, confidential reporting of crime statistics. Violations of the law will be referred to the Voorhees Police Department. When a potentially dangerous threat to the School community arises, timely reports or warnings will be issued through social media postings, the posting of flyers in the School building, in-class announcements, or other appropriate means.

### **E. Access Policy**

During business hours, the School will be open to students, parents, employees, contractors, guests, and invitees. Anyone entering through the student entrance in the rear of the building must have an access card to enter the building. During non-business hours access to all School facilities is by key and security code, if issued, or by admittance via the Team Lead. Emergencies may necessitate changes or alterations to any posted schedules.

## **F. Campus Security Authority and Jurisdiction**

The School's administration attempts to provide a safe, secure educational environment for all students and employees. The School does not provide security guards on its campus premises. The ultimate authority for law enforcement at the School is the local police department. The School does not have any written agreements with local police departments for the investigation of alleged criminal offenses. School officials have the authority to contact the local police to request assistance in preventing or reacting to crime within or in the immediate vicinity of school facilities. The Team Lead is the School's coordinator of security issues. The individuals mentioned above are not authorized to arrest individuals but do have the authority to detain suspected criminal offenders if it is deemed safe to do so. The administration at the Rizzieri Aveda School of Massage has a strong, working relationship with the local police and work in partnership to offer students and employees the safest possible environment.

## **G. Security Awareness Programs**

All new enrolled students participate in a general School orientation class. During the orientation class, the need and procedure of reporting emergencies and criminal activities, campus security measures and crime prevention is discussed. Similar information is presented to new employees. In addition, information is disseminated to students and employees through tips posted in the School buildings, in-class announcements, and the School's website.

## **H. Criminal Activity Off Campus**

The Rizzieri Aveda School of Massage does not provide law enforcement services to off-campus activities on behalf of the School.

## **I. Fire Alarm or Emergencies Requiring Building Evacuation**

The building is equipped with a fire detection and alarm system that is directly connected to the Voorhees Fire District. Though it is not expected or encouraged, fire extinguishers are provided throughout the building and are prominently marked so individuals may, at their discretion, use them when appropriate.

The fire alarm system is fully automatic and meets all building and fire code requirements. Emergency fire alarm controls are positioned throughout the building at all doors that exit the building. Individuals detecting fire can manually pull any of those alarms initiating the alarm and fire department response. In the event that the alarm system is activated all occupants are required to vacate the building in an orderly and expedient manner. When activated, the alarm will be an incredibly loud, shrieking siren accompanied by powerful strobe lights. This call to evacuate the building is designed to be virtually impossible to ignore.

During their orientation, students are given a copy of the School's emergency evacuation plan, in addition to the one which is posted in each classroom, as well as a map showing the location of all fire extinguishers in the building. Also, the School holds fire drills once per month.

## **J. Fire Prevention and Workplace Hazards**

It is the responsibility of all faculty and staff to alert the Team Lead of any and all conditions that could potentially pose a fire hazard or other unsafe condition in or around the building. No smoking is permitted in the building and flammable chemicals are confined and stored in a locked area, meeting all OSHA requirements. Good housekeeping practices will be the responsibility of all faculty, staff and students. Waste materials are to be discarded in their proper places and all aisles, doorways, hallways and exit doors are to be kept clear at all times.

## **K. Alcoholic Beverages or Controlled Substances**

It is the policy of the Rizzieri Aveda School of Massage that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or alcohol is prohibited while in the workplace, on

School premises, or as part of any School sponsored activities. Any employee or student violating this policy will be subject to disciplinary action up to and including termination and referral for prosecution. The specifics of this policy can be found in the Drug Free School Policy.

## **L. Alcohol and Substance Abuse Education**

The School has developed a program to prevent the illicit use of drugs and the abuse of alcohol by student and employees. The program provides services related to drug use and abuse including dissemination of information materials, referrals, and School disciplinary actions.

A violation of any law regarding drugs or alcohol is also a violation of the School's Drug Free School Policy and will be treated as a separate disciplinary matter by the School.

Local mental health and substance abuse services are available at:

**The American Council on Alcoholism Helpline** provides referrals to alcohol treatment programs nationwide and provides written materials. 1-800-527-5344

**The National Council on Alcoholism and Drug Dependency Helpline** provides written information on alcohol abuse and provides a referral service to treatment and counseling centers across the country.  
1-800-NCA-CALL

**The National Institute on Drug Abuse Hotline** is a federally funded service providing referrals to drug and alcohol programs including referrals to programs for those who cannot pay for services.  
1-800-662-HELP

**Alcoholics Anonymous (A.A.)** provides information and support to recovering alcoholics through local chapter in communities nationwide. Local chapter 856-486-4444 24-hour hotline

**Narcotics Anonymous (N.A.)** provides information and support to recovering drug addicts through local chapters in communities' nationwide 1-800-992-040  
Al-Anon provides information on alcoholism and refers callers to local support groups established to help friends and families of alcoholics. Nar-Anon provides a similar service for friends and families of drug users. Local chapter 856-547-0855

**The Center for Substance Abuse Prevention Helpline** provides information only to private entities about workplace programs and drug testing. Proprietary and private nonprofit but not public postsecondary schools may use this line .1-800-967-5752

**SAMHSA The Substance Abuse and Mental Health Services Administration.** SAMHSA works to improve the quality and availability of substance abuse prevention, alcohol and drug addiction treatment, and mental health services.  
<http://www.samhsa.gov/>

Additional information about drug and alcohol abuse, health risks, addiction and prevention can be accessed at the **National Institute on Alcohol Abuse and Alcoholism** ([www.collegedrinkingprevention.gov](http://www.collegedrinkingprevention.gov)) as well as the **National Institute on Drug Abuse** ([www.drugabuse.gov/DrugPages/DrugsofAbuse.html](http://www.drugabuse.gov/DrugPages/DrugsofAbuse.html)).

## **M. Sexual Misconduct Policies & Procedures**

The Rizzieri Aveda School of Massage is committed to providing a working and educational environment for all students, faculty and staff that is free from sex discrimination, including sexual misconduct. Every member of the School community should be aware that the School is strongly opposed to sexual misconduct, and that such behavior is prohibited by state and federal laws.

The School's Sexual Misconduct Policy describes the School's programs to prevent sexual misconduct, and the procedures that the School will follow once an incident of sexual misconduct has been reported. This Policy is disseminated widely to the School community through publications, the School website, new employee orientations, student orientations, and other appropriate channels of communication. Copies of the Policy can be obtained from the Team Lead, by calling 856.810.7548, or downloading from the School's website at

[www.rizzierischoolofmassage.com](http://www.rizzierischoolofmassage.com). The School provides training to key staff members to enable the School to handle any allegations of sexual misconduct promptly and effectively. The School will respond quickly to all reports of sexual harassment, and will take appropriate action to prevent, to correct, and if necessary, to discipline behavior that violates this policy.

The School's Sexual Misconduct Policy governs sexual misconduct involving students that occurs on any School property or in connection with any School-sponsored program or event. This Policy applies to all students, employees, and third parties conducting business with the School, regardless of the person's gender, gender identity, sexual orientation, age, race, nationality, class status, ability, religion or other protected status. The School encourages victims of sexual violence to talk to somebody about what happened – so victims can get the support they need, and so the School can respond appropriately. As further described in the Policy, the School will seek to respect a victim's request for confidentiality to the extent possible, while remaining ever mindful of the victim's well-being.

## **N. Sexual Offender Registration**

In accordance to the Campus Sex Crimes Prevention Act of 2000, the Clery Act, and the Family Rights and Privacy Act of 1974, the School is providing information for where students and employees may obtain information regarding registered sex offenders. The New Jersey Sex Offenders Registry may be found at [http://www.nj.gov/njsp/info/reg\\_sexoffend.html](http://www.nj.gov/njsp/info/reg_sexoffend.html).

The Campus Sex Crimes Prevention Act requires Schools of higher education to provide a statement advising the campus community where law enforcement information provided by a state concerning registered sex offenders can be obtained.

## **RIZZIERI AVEDA SCHOOL OF MASSAGE DRUG FREE SCHOOL POLICY**

The Rizzieri Aveda School of Massage believes that it is very important to provide a safe environment for all of its students and Team Members. Substance abuse, while at work, school or otherwise, seriously endangers the safety of students and Team Members, as well as the general public, and creates a variety of problems including increased theft, decreased morale, decreased productivity, and a decline in the quality of services provided. It is also our Policy to prevent the use and/or presence of these substances in the school. The Rizzieri Aveda School of Massage will strive to provide an environment conducive to making conscientious and healthy decisions when students are faced with difficult choices associated with the use of legal and illegal drugs.

It is a violation of school policy for any student to:

- Use illegal drugs or misuse prescription drugs;
- Misuse alcohol;
- Possess, trade, manufacture, distribute, dispense, buy or offer for sale alcohol, illegal and/or prescription drugs while on duty, during break periods, or on school property;
- Arrive or return to school intoxicated from use of illegal drugs, misused prescription drugs or alcohol;
- Engage in the use of illegal drugs, misuse of prescription drugs or alcohol during school hours or while on school property (including parking lots);
- Use prescription drugs or non-prescription drugs that may affect the safety of the student or fellow students, and members of the public;
- Have tampered or attempted to alter or attempt to interfere with the testing procedure; or
- Otherwise has refused to be tested.

For the purpose of this Policy, a student is presumed to be under the influence of drugs and/or alcohol if a urine test, blood test or other scientifically acceptable testing procedures shows a forensically acceptable positive quantum of proof of drugs and/or alcohol usage.

Any student who is taking any prescription or non-prescription drug which might impair safety, performance, or any motor functions must advise his/her Instructor or the Team Lead before providing services under such medication.

Students are individually responsible for being aware of applicable laws, regulations, ordinances, and the School's policy for complying with them. The Rizzieri Aveda School of Massage will assist in that endeavor by providing current information on an ongoing basis to all students.

### **Disciplinary Action:**

Violation of this Policy will result in the student's immediate termination. The student's file will list the reason for termination as "Fair Treatment Policy Violation" as that term is defined in the School's catalog. Re-admittance may be considered after six months. To be considered for re-admittance, the student must provide proof of

having satisfactorily attended treatment that is provided by a Substance Abuse Professional (SAP) and/or prescribed by a SAP. If the student is re-admitted, (s)he must complete the prescribed follow-up testing by the SAP or by law, as applicable, to continue attending the Rizzieri Aveda School of Massage. Treatment and follow-up testing will be at the expense of the student. The Rizzieri Aveda School of Massage may terminate a student who has entered a rehabilitation program for violations of the Drug Free School Policy or any other school policy in accordance with the procedures set forth in the Student Catalog.

**Confidentiality:**

All information, interviews, reports, statement memoranda and drug test results, written or otherwise, received by the Rizzieri Aveda School of Massage are confidential communications. Unless authorized by state laws, rules or regulations, the School will not release such information without a written consent form signed voluntarily by the person tested.

**School Flexibility:**

The Rizzieri Aveda School of Massage reserves the right to alter or amend any portion of this policy at any time without prior notice. The School reserves the right to alter or modify this policy in a given situation depending on the totality of the circumstances. Time periods stated herein for the performance of any act or provision of any notice by the School are for guidance only and failure of the Rizzieri Aveda School of Massage to strictly meet any time frame provided herein shall not preclude the School from taking any action provided herein. Under no circumstances shall failure to perform any act within the time frames herein excuse or relieve any student from his or her obligations, act to nullify any positive test, or relieve any student from the consequences of any positive test, or any other violation of this Policy.

**\*Information regarding Drug and Alcohol Counseling Services can be obtained through the Rizzieri Aveda School of Massage's Administrative Offices or on our website, under section L. of the Campus Crime Report Policy [www.rizzierischoolofmassage.com](http://www.rizzierischoolofmassage.com).**