



## **SEX DISCRIMINATION AND SEXUAL MISCONDUCT POLICY**

On March 7, 2013, President Obama signed into law the Violence against Women Reauthorization Act (“VAWA”), which amended the Jeanne Clery Act of 1965, otherwise known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. VAWA imposes new requirements and obligations on educational institutions under its Campus Sexual Violence Act (“SaVE Act”) provision, Section 304. It requires educational institutions to report domestic violence, dating violence, sexual assaults, and stalking.

In compliance with the Jeanne Clery Act of 1965, the Pineville Beauty School publishes its Annual Campus Security Report which contains a three year statistical history of crimes. In accordance with the Women Reauthorization Act (“VAWA”) and the Campus Sexual Violence Act (“SaVE Act”), the Pineville Beauty School now includes sexual harassment incidents on its Annual Campus Security Report. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when either: The conduct is made as a term or condition of an individual's employment, education, living environment or participation in an educational community. Sexual harassment is considered a form of sexual discrimination. Sexual harassment can include more severe forms such as sexual violence. Sexual violence includes domestic violence, dating violence, sexual assaults, and stalking.

The report contains crime statistics for the institution’s campus located at 1008 Main Street, Pineville, LA 71360. This includes the institution’s building, entrance, and parking area. Also included are the adjacent streets, Barrett Street and Main Street, and the First Baptist Church of Pineville parking area. Any reports containing information on surrounding areas can be obtained by contacting the following local law enforcement offices.

### **Pineville City Police Department**

910 Main Street  
Pineville, LA 71360  
(318) 442-8362

### **Rapides Parish Sheriff’s Department**

700 Murray Street  
Alexandria, LA 71301  
(318) 473-6717

The Annual Campus Security Report can be found at <http://nces.ed.gov/collegenavigator/?q=pineville+beauty+school&s=all&id=160199> or may be obtained by requesting a copy from the institution’s Administrative Office. Each student will receive a hard copy annually by October 1.

Questions or concerns regarding sexual discrimination, sexual harassment, or sexual violence including any reports against students, employees and third parties may be directed to the following individual in the Administrative Office:

**Crystal Daigrepoint**  
**Financial Aid Manager, Pineville Beauty School**  
**debstam@bellsouth.net**  
**1008 Main Street**  
**Pineville, LA 71360**  
**(318) 445-1040**

Questions or concerns may also be directed to the Office of Civil Rights of the United States Department of Education at <http://www2.ed.gov/about/offices/list/ocr/index.html?src=oc> .

### **SEX OFFENDERS**

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 at, institutions of higher education.

You may obtain a list of registered sex offenders by visiting:  
<http://www.lsp.org/socpr/default.html>

### **SECURITY AND SAFETY**

The Pineville Beauty School has 24 hour security camera surveillance and its premises is continuously monitored by its local law enforcement. Students and/or employees should always attempt to ensure their own safety by being aware of their surroundings.

### **SCHOOL POLICY ON SEXUAL MISCONDUCT**

The Pineville Beauty School does not discriminate on the basis of race, color, creed, national and ethnic origin, sex, age, religion, disability, sexual orientation or other legally protected status in its administration of any educational programs or financial aid programs.

In order to ensure the health and safety of our employees and students, the Pineville Beauty School prohibits sex discrimination, sexual harassment and/or sexual violence. This includes incidents on and off the institution's premises. This applies to all institutional programs including extra-curricular activities pertaining to the institution. This may also include any incidents off campus which may interfere with the health and safety of the institute's employees and students. This policy applies to all students, employees, contractors, and visitors. Punishment is at the discretion of the institution and could include suspension, expulsion, or disciplinary action to include termination of employment for employees and a no-contact order for individuals deemed responsible. Punishment may also include protective orders or similar lawful orders issued by a criminal, civil, or tribal court.

## **REPORTING AN INCIDENT TO LOCAL LAW ENFORCEMENT**

The institution educates new students and employees about sexual harassment and sexual violence through mandatory orientations when entering as a student or start of employment at the institution. If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. Local law enforcement agencies and the Pineville Beauty School strongly advocate that a victim of sexual assault report the incident in a timely manner but is not required to do so. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to the institution's Administrative Office and/or to the Pineville City Police Department or Rapides Parish Sheriff's Department. Filing a police report with the institution's Administrative Office will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions. 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.

The institution will take all necessary steps to ensure it assists the student and/or employee with his/her incident and filing a policy report if the student and/or employee requests assistance. Student and/or employees can contact their institution. Students and/or employees may also contact their local law enforcement agency by dialing 911. The following is information regarding the institution's local law enforcement agencies:

**Pineville City Police Department - (318) 442-8362**

**Rapides Parish Sheriff's Department - (318) 473-6717**

The institution does not require a student and/or employee to report the incident to their local law enforcement agency to investigate.

## **ACCOMODATIONS**

Any student and/or employee has to right to obtain a protective order through Child Protective Services and/or their local judicial system. The Pineville Beauty School will cooperate with any protective orders including no-contact, restraining, or similar lawful orders issued by a criminal, civil, or tribal court.

## **VOLUNTARY REPORTS**

Victims and/or witnesses can report any incident on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics by contacting the institution's Administrative Office.

## **CONFIDENTIALITY**

The Pineville Beauty School must investigate and respond to all incidents of sexual harassment or sexual violence which may hinder the institution is maintaining confidentiality. In accordance with the Family Educational Right and Privacy Policy of 1974 (FERPA), the Pineville Beauty School will attempt to keep all information confidential unless it hinders the safety of other students and/or employees or information is needed to assist in the investigation of the incident. Only pertinent information will be provided to those investigating and responding to the incident. The institution will maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the school to provide the accommodations or protective measures. It is required the institute inform the general population of the school of the incident but these reports will not contain any names or information which will personally identify the student and/or employee. Student and/or employee will be informed of any information which may not be kept confidential in order to proceed with the investigation.

## **RESOLUTION PROCESS AND DISCIPLINARY PROCEDURES**

Any and all students and/or employees wanting to report sexual harassment or sexual violence should do so by filing a report with the institution's Administrative Office. Once the report has been filed, the institution will take necessary precautions to ensure the safety of all its students and/or employees. Whether or not the victim decides to report the incident to the police, the institution will investigate the incident to the best of its ability.

Both the victim and accused of the incident will be notified of the report. The victim and the accuser will each be allowed to choose one person who has had no formal legal training to accompany them throughout the hearing. The institution will notify the victim and accused within thirty (30) days from the date of the reported incident of the date of the hearing. The institution will retain the right to postpone the hearing up to sixty (60) days from the date of the reported incident if the institution feels it requires more time to gather further information. All investigations and hearings will be performed by the institution's legal counsel.

Both the victim and accused will be informed of the outcome of the hearing within thirty (30) days from the last date of the hearing. A student found guilty of violating the institution's sexual misconduct policy will face sanctions by the institution and could possibly be criminally prosecuted. Institutional sanctions could include probation, suspension, or expulsion. Employees could face probation, suspension without pay, and possible termination. The institution will make every attempt to alter the victim's academic and living situations after an alleged sex offense, and the options for those changes if those changes are requested by the victim and are reasonably available.

## **APPEALS**

All appeals should be directed to the Administrative Office of the institution within five (5) days from the parties receiving the notice of the institution's decision. If the appeal is not filed within the five (5) days, the parties involved waive the right to an appeal.

The party filing the appeal should have new evidence which will sufficiently prove his or her case. The Administrative Office will review the new information and notify the individual within ten (10) days if there is sufficient evidence to move forward with the appeal or if the appeal has been denied.

## **TRAINING**

During orientation, students are informed of services offered by the Pineville Beauty School along with a description of educational programs to promote the awareness of rape, acquaintance rape and other forcible and non-forcible sex offenses. Students are told about crime on-campus and in surrounding neighbor-hoods. Similar information is presented to new employees. Crime Prevention Programs and Sexual Assault Prevention Programs are offered annually.

Annually, the Pineville Beauty School presents crime prevention awareness sessions on sexual harassment, sexual assault, domestic violence, dating violence, and stalking, as well as educational sessions on personal safety. These programs will cover how to prevent and respond to incidents of sexual violence, including sexual assault, domestic violence, dating violence, and stalking. The institution will educate its students and employees how to identify sexual assault, domestic violence, dating violence, and stalking along with the behaviors associated with sexual violence. All students and employees will be notified on who to contact when an incident occurs, the process of filing a report, and what information and assistance is available to them through the institution. A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others. In addition to trainings, information will be disseminated to students and employees through crime and sexual assault prevention awareness packets.

## **RESOURCES**

The Pineville Beauty School wants to ensure the wellbeing of all its students and employees. In order to do so, the Pineville Beauty School has put together a list of resources available to all students and employees regarding sexual assault, domestic violence, dating violence, and stalking. If more information is needed, please speak to the Title IV Administrator of the institution. The Pineville Beauty School will assist its students and/or employees to provide all resources and accommodations when available.

## **HOTLINES**

### **The National Sexual Assault Hotline (RAINN) (Rape, Sexual Assault & Incest)**

(800) 656-HOPE (4673)

Visit <https://rainn.org/get-information> to obtain additional information regarding sexual assault.

### **The National Domestic Violence Hotline**

(800) 799-SAFE (7233)

TTY (800) 787-3224

Visit <http://www.thehotline.org/resources/> to obtain additional information regarding domestic violence.

### **Child Abuse Hotline**

(800) 4-A-CHILD (800-422-4453)

Visit <https://www.childhelp.org/hotline/> to obtain additional information regarding child abuse.

### **The National Center for Victims of Crime – Stalking**

(855) 4-VICTIM (855-484-2846)

Visit <http://victimsofcrime.org/our-programs/stalking-resource-center> to obtain additional information regarding stalking.

### **National Teen Dating Abuse Hotline**

(866) 331-9474

TTY (866) 331-8453

Visit <http://www.loveisrespect.org/> to obtain additional information regarding teen dating abuse.

### **Child Protection Services**

(318) 487-5116

## **LAW ENFORCEMENT OFFICES**

In case of an emergency, please dial 911 and they will contact local law enforcement to get you help.

## **DOMESTIC ABUSE RESOURCES**

### **Rapides Outreach of Faith House Crisis Center**

(318) 448-0884

(318) 231-8954

(888) 411-1333

24 Hour Toll Free Crisis Line – (888) 411-1333

<http://faithhouseacadiana.com/>

### **Louisiana Coalition Against Domestic Violence**

<http://lcadv.org/programs-resources/>

24 Hour Statewide Hotline – (888) 411-1333

24 Hour National Hotline – (800) 799-7233

This site contains a link for all the Battered Women's Shelters for the State of Louisiana.

### **Louisiana Foundation Against Sexual Assault**

<http://www.lafasa.org/main/home>

[http://www.lafasa.org/main/find\\_a\\_local\\_center](http://www.lafasa.org/main/find_a_local_center) (Link for Sexual Assault Centers in Louisiana)

(225) 372-8995

## **COUNSELING AND VICTIM'S ADVOCACY**

### **Family Counseling Agency**

1404 Murray Street

Alexandria, LA 71301

(318) 448-0284

### **Rapides District Attorney's Victim's Advocacy Program**

921 Ninth Street

Alexandria, LA 71301

(318) 442-9222

### **Rapides Children's Advocacy Center**

1506 Albert Street

Alexandria, LA 71309

(318) 448-4006

## **EMERGENCY SUPPLIES**

### **Shepherd Center**

1400 Jackson Street

Alexandria, LA 71301

(318) 448-3752

### **Food Bank**

3223 Bolton Avenue

Alexandria, LA 71301

(318) 445-2773