

Title II: The Student Right-To-Know and Campus Security Act of 1990
The Crime Awareness and Campus Security Act of 1990.

I. Policy

The Marion S. Whelan School of Practical Nursing is committed to the prevention of crime and maintenance of a safe environment for its students and employees. The School shall prepare, publish and distribute certain information to all current students and employees, and to any applicant for enrollment or employment, upon request.

II. Procedures

To insure compliance with the Crime Awareness and Campus Security Act of 1990, the following procedures are established and maintained:

(A) Criminal actions or other emergencies occurring on School property are reported to Security by dialing "0" and giving a message to the hospital switchboard.

(B) For security purposes, the School building is locked weekdays by 10:00 p.m. and unlocked by 6:00 a.m. by security guards. Employees are provided with keys. Anyone not having a key will need to ask the switchboard operator to call a guard allowing them in the building.

Security guards routinely make rounds and lock any office, the library, and classrooms if left open.

Students are required to register their vehicles with the Office of Student Services through Empower. Once registered, students must display a Student Parking Permit on the back driver's side window. Security has access to all student vehicle registrations and student parking permit numbers via Empower.

The parking area located in front of the Administration section of the building is for patients and visitors. Staff must park in areas designated by green lines and students must park in the North parking lot.

(C) The Security/Safety Manager plans, coordinates, and directs the Security and Safety program for the organization. Security personnel work under the direction of the Manager and in a cooperative relationship with the state and local police agencies. Security personnel are authorized to contact the police when any criminal action occurs on hospital property.

Incidents involving students or school staff or property are immediately reported to Security and documented by the Director of the School. Security guards also complete written reports for any incident occurring on School property. A copy is sent to the Director of the School within the week when the incident affects students or staff. Written reports are completed and sent to the appropriate police agency by the Security/Safety Manager in the appropriate timeframe.

(D) Annually, during orientation, students and staff review School policies concerning School law enforcement. Information is distributed related to the Drug-Free program and the Sexual Assault Prevention Program. Students sign a statement indicating receipt of this information.

(E) The Security/Safety Manager is scheduled during new student orientation for a presentation describing security and safety procedures for the prevention of crime.

(F) Offenses occurring on School grounds that were reported to security authorities or local police agencies the last three years (2016-2017, 2017-2018, 2018-2019):

	'16	'17	'18		'16	'17	'18
	<u>- '17, - '18, - '19</u>				<u>- '17, - '18, - '19</u>		
murder:	0	0	0	aggravated assault:	0	0	0
sexual							
assault:	0	0	0	burglary:	0	0	0
robbery:	0	0	0	motor vehicle theft:	0	0	0

(G) Policies concerning students taking classes at Finger Lakes Community College Extension Center in Geneva are established and communicated by Finger Lakes Community College located in Canandaigua, New York.

(H) Number of arrests for the following crimes occurring on School grounds in the past three years (2016-2017, 2017-2018, 2018-2019):

	'16	'17	'18
	<u>- '17, - '18, - '19</u>		
liquor law violations:	0	0	0
drug abuse violations:	0	0	0
weapons possessions:	0	0	0
domestic violence:	--	0	0
stalking:	--	0	0
Bias-related(Hate) crime:	--	0	0