



CAREER COLLEGE



2021 Annual Security Report

2970 COTTAGE HILL RD. Suite 175

MOBILE, AL. 36606

251-473-2220

www.blue.edu

Student Signature: _____

Student Name: _____ (Print)

Date: _____

INTRODUCTION

The safety of students, faculty, staff, and visitors is an important concern of Blue Cliff Career College. This report has been prepared to increase your awareness of our campus security program and to provide information to protect your safety. Campus security is an ongoing process that includes the development and enforcement of regulations, procedures, and practices to provide a reasonable level of security for employees, students, and visitors.

Administration and other personnel are responsible for the incorporation of the security principles and procedures. Each member of the faculty, staff, and student body is responsible for following Blue Cliff Career College procedures and shall comply with federal, state, and local regulations related to security matters while on the campus or in the course of representing or conducting Institution business. Students and employees receive this information during new student and new employee orientation, respectively. This information is updated each year and a notice is sent by October 1 to both active and prospective students and employees.

The Institution's Annual Campus Security Report is published in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, which is generally referred to as the Clery Act and is in section 485(f) of the HEA ("Higher Education Act") and the Violence Against Women Reauthorization Act of 3 (VAWA) (Public Law 113-14). This report constitutes the Institution's program to inform students and employees about security procedures and practices. It also includes campus crime statistics that are a compilation of the Incident Log and the statistics provided by local law enforcement agencies. The Campus Director/Assistant Director prepares the report with the support of the campus community.

Statistics are reported on the last three calendar years and are published by October 1 of each year. A campus is exempt from reporting the statistics, however, if it became Title IV eligible after Jan. 31 of the last year to report. Our campus does not have any off-campus student organizations, housing, or athletic programs.

Our campus will still comply with all other HEA safety and security related requirements. You may go to the Department of Education's web site at <http://ope.ed.gov/security/> to view other campuses' statistics. On this site you will also find a glossary of definitions for items described in this policy.

FACILITY & SECURITY ACCESS

Each campus limits access to all campus facilities to authorized personnel, students, and visitors. Unauthorized persons will be considered "trespassers" and will be dealt with accordingly. Adequate lighting is provided at our campus location, especially in outside areas. Certain school staff and faculty are always on campus during business hours. Only authorized vehicles are allowed to park in the designated Blue Cliff Career College parking areas. All employees of Blue Cliff Career College are instructed to enforce campus security policies.

Security personnel is defined as any individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department such as individuals who are responsible for monitoring entrance into campus property, an individual or organization specified in a campus security policy as an individual or organization to which students and employees should report criminal offenses, or an official of a campus who has significant responsibility for student and campus activities including, but not limited to student discipline or campus judicial proceedings.

The security personnel do not have powers of arrests, unless such personnel possess valid certification as a law enforcement officer, peace officer, or are authorized to act in such a capacity by way of official authority

granted by a court of state regulatory agency. Such persons have the authority to evict unauthorized persons from the campus premises and will notify local authorities of all actual or suspected criminal activities, including trespassing.

The campus maintains its relationship with local police through campus in-services and collection of statistical in-services. In addition, the campus works with local law enforcements as necessary to report or investigate crimes. State and local police personnel can provide security for the campus and they do have the authority to make arrests. Institution officials work closely with the federal, state and local police agencies to ensure a safe environment for each student and employee. The maintenance staff coordinates its activities with Institution administrators. Maintenance staff are not available on an emergency basis and generally do not deal with safety concerns of the Institution. The Campus Director/President or Assistant Director must be notified of any maintenance concerns, and will direct the maintenance staffs' activities with respect to security considerations.

The campus provides assistance to students and employees with locating off-campus counseling, health services, mental health services, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other student services for victim of crimes including sex offenses. This information is provided in the Crime Awareness & Prevention section and will be provided in writing upon request regardless of whether the victim chooses to report the crime to campus police or local law enforcement.

EMERGENCY NOTIFICATION AND TIMELY WARNINGS

It is the Policy of Blue Cliff Career College to provide all constituents, including the public, with timely and accurate information regarding any emergency situation that occurs on or around the campus. Rapid and timely communication of information to the college public during emergency situations is critical. In addition, accurate and timely communication from both staff and students to incident response personnel is required for adequate response to emergency incidents.

Annual testing of emergency and evacuation procedures will be conducted to ensure that all necessary parties are notified as intended. These annual tests will be fully documented, describing the exercise, time, date and whether the test was announced or unannounced. The effectiveness of this alert system depends to a large extent on the validity and accuracy of the emergency contact information on file. The institution encourages students, faculty and staff to ensure that their contact information is continuously up to date.

Timely warnings will be issued in response to certain crimes. Examples of these crimes are, but not limited to, robbery, burglary, arson, sex offenses and murder. Any threat to the health or safety of employees or students will be followed by immediate notification. We will use our best judgment in confirming an emergency or dangerous situation, determining the necessary content of the notification, and without delay, initiate the notification system described below. Notification will be initiated only if it is determined that notification will not compromise the safety of or the ability to assist a victim or respond to an emergency. Timely warnings of these crimes will be distributed to the entire campus. It is the responsibility of the Campus President/Director or Assistant Director to issue timely warnings. The Campus President/Director, or his or her designee can declare a crisis situation or state of emergency for the campus.

Emergency notification can include any significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees on the campus. These can overlap with timely warnings in certain situation, yet they include other threats not covered by those crimes. This declaration will result from some form of notification or indication of an emergency or possible emergency situation. When such a state is declared, campus access will be limited to faculty and staff, registered students, pre-authorized contract services, and notifications can come from various sources within and external to the campus such as campus personnel,

commercial radio or television, NOAA/National Weather Service radio, building smoke detection or sprinkler system, emergency siren, web/internet, private citizens, or the local police or fire department. Special security bulletins will be distributed if a need arises to advise students, faculty, and staff of community crime patterns and suspect information. Several sources should be monitored to assist in determining when emergency situations exist since no one system can cover all circumstances.

The Institution has in place an email system and call tree system for emergency notifications. With this program, administration from the campus or a designated off site location will send emails to all members of the campus community or to any subgroup within the campus. The Institution can send these alerts via any combination of email, text message, telephone call, and voicemail, depending on the contact information that each member of the campus community has provided. The Institution will use the alert system to notify members of the campus community of important announcements, such as last-minute school closings caused by weather events or power outages, and of emergency situations, such as bomb threats or security breaches. The institution will choose the mode of notification best suited for dealing with the particular issue at hand.

Certain emergencies or situations could require that the larger community be notified as well. This notification will be distributed by various means to the area of the community that could be affected. The same care and procedures will be followed as those stated above for the campus community.

Questions regarding this alert system should be directed to the Campus President, Richard Denney, or the Director of Education, Jenny Ladnier. They are located in the administration offices of the campus, and can be reached via telephone at 251-473-2220 or the following emails: Richard@blue.edu or jenny@blue.edu.

PROCEDURES AND PREVENTION OF SEX OFFENSES

In accordance with the section 40002(a) of the Violence Against Women Act of 1994, the Higher Education Act provides the following definition for the new crime categories of dating violence, domestic violence, sexual assault, and stalking:

The state of Alabama defines domestic violence as:

(a) A person commits the crime of domestic violence in the first degree if the person commits the crime of assault in the first degree pursuant to Section 13A-6-20 or aggravated stalking pursuant to Section 13A-6-91, and the victim is a current or former spouse, parent, child, any person with whom the defendant has a child in common, a present or former household member, or a person who has or had a dating or engagement relationship with the defendant. Domestic violence in the first degree is a Class A felony, except that the defendant shall serve a minimum term of imprisonment of one year without consideration of probation, parole, good time credits, or any other reduction in time for any second or subsequent conviction under this subsection.

(b) The minimum term of imprisonment imposed under subsection (a) shall be double without consideration of probation, parole, good time credits, or any reduction in time if a defendant willfully violates a protection order issued by a court of competent jurisdiction and in the process of violating the order commits domestic violence in the first degree.

Domestic violence may include a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt,

injure, or wound someone.

Examples of domestic violence include:

- **Physical Abuse:** Hitting, slapping, shoving, grabbing, pinching, biting, hair pulling, etc. are types of physical abuse. This type of abuse also includes denying a partner medical care or forcing alcohol and/or drug use upon him or her.
- **Sexual Abuse:** Coercing or attempting to coerce any sexual contact or behavior without consent. Sexual abuse includes, but is certainly not limited to, marital rape, attacks on sexual parts of the body, forcing sex after physical violence has occurred, or treating one in a sexually demeaning manner.
- **Emotional Abuse:** Undermining an individual's sense of self-worth and/or self-esteem is abusive. This may include, but is not limited to constant criticism, diminishing one's abilities, name-calling, or damaging one's relationship with his or her children.
- **Economic Abuse:** Making or attempting to make an individual financially dependent by maintaining total control over financial resources, withholding one's access to money, or forbidding one's attendance at school or employment.
- **Psychological Abuse:** Elements of psychological abuse include - but are not limited to - causing fear by intimidation; threatening physical harm to self, partner, children, or partner's family or friends; destruction of pets and property; and forcing isolation from family, friends, or school and/or work.

Domestic violence can happen to anyone regardless of race, age, sexual orientation, religion, or gender. Domestic violence affects people of all socioeconomic backgrounds and education levels. Domestic violence occurs in both opposite-sex and same-sex relationships and can happen to intimate partners who are married, living together, or dating.

Domestic violence not only affects those who are abused, but also has a substantial effect on family members, friends, co-workers, other witnesses, and the community at large. Children, who grow up witnessing domestic violence, are among those seriously affected by this crime. Frequent exposure to violence in the home not only predisposes children to numerous social and physical problems, but also teaches them that violence is a normal way of life - therefore, increasing their risk of becoming society's next generation of victims and abusers.

The state of Alabama defines sexual assault as:

Section 13A-6-66. Sexual abuse in the first degree

(a) A person commits the crime of sexual abuse in the first degree if:

(1) He subjects another person to sexual contact by forcible compulsion; or

(2) He subjects another person to sexual contact who is incapable of consent by reason of being physically helpless or mentally incapacitated.

(b) Sexual abuse in the first degree is a Class C felony. (Acts 1977, No. 607, p. 812, § 2320; Act 2006-575, p. 1512, § 2.)

Section 13A-6-67. Sexual abuse in the second degree

(a) A person commits the crime of sexual abuse in the second degree if:

(1) He subjects another person to sexual contact who is incapable of consent by reason of some factor other than being less than 16 years old; or

(2) He, being 19 years old or older, subjects another person to sexual contact who is less than 16 years old,

but more than 12 years old.

(b) Sexual abuse in second degree is a Class A misdemeanor, except that if a person commits a second or subsequent offense of sexual abuse in the second degree within one year of another sexual offense, the offense is a Class C felony.

Sexual assault includes rape as defined by the FBI's Uniform Crime Reporting Program (UCR) is "penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim."

The state of Alabama defines consent as:

(a) Whether or not specifically stated, it is an element of every offense defined in this article, with the exception of subdivision (a)(3) of Section 13A-6-65, that the sexual act was committed without consent of the victim.

(b) Lack of consent results from:

(1) Forcible compulsion; or

(2) Incapacity to consent; or

(3) If the offense charged is sexual abuse, any circumstances, in addition to forcible compulsion or incapacity to consent, in which the victim does not expressly or impliedly acquiesce in the actor's conduct.

(c) A person is deemed incapable of consent if he is:

(1) Less than 16 years old; or

(2) Mentally defective; or

(3) Mentally incapacitated; or

(4) Physically helpless.

(Acts 1977, No. 607, p. 812, §2330.) - See more at: <http://codes.lp.findlaw.com/alcode/13A/6/4/13A-6-70#sthash.KkCNNMCMCV.dpuf>

The state of Alabama defines stalking as:

(a) **COURSE OF CONDUCT.** A pattern of conduct composed of a series of acts over a period of time, which evidences a continuity of purpose.

(b) **CREDIBLE THREAT.** A threat, expressed or implied, made with the intent and the apparent ability to carry out the threat so as to cause the person who is the target of the threat to fear for his or her safety or the safety of a family member and to cause reasonable mental anxiety, anguish, or fear.

(c) **HARASSES.** Engages in an intentional course of conduct directed at a specified person which alarms or annoys that person, or interferes with the freedom of movement of that person, and which serves no legitimate purpose. The course of conduct must be such as would cause a reasonable person to suffer substantial emotional

distress, and must actually cause substantial emotional distress. Constitutionally protected conduct is not included within the definition of this term.

Prevention programs are aimed at the prevention of sex offenses or other intimate partner violence including the prevention of stalking, dating violence, sexual violence, and domestic violence offenses. Sex offenses include any intimate partner violence, stalking, dating violence, sexual violence, and domestic violence offenses.

Community experts and local police agencies give presentations and provide resources to promote the awareness of dating violence, domestic violence, sexual assault, and stalking. You can reach your local crisis center at any time by calling the National Sexual Assault Hotline at 1.800.656.HOPE (4673). The following are links to worldwide programs that will assist in the awareness, education and prevention of sex offenses and other intimate partner violence.

<http://www.cdc.gov/violenceprevention/sexualviolence/prevention.html>

<http://www.nsvrc.org/publications/child-sexual-abuse-prevention-information-packet>

<http://www.jrsa.org/dvsa-drc/contacts.shtml#state>

<http://www.jrsa.org/dvsa-drc/national-summary.shtml>

<http://www.nsvrc.org/organizations/sexual-violence-specific-organization>

<http://clerycenter.org/referrals-sexual-assault-and-rape-state>

If you a victim of a sex offense or are aware of an occurrence of a sex offense, you may seek assistance by contacting the Campus Director/President, faculty, staff, and/or the sexual assault hotline at (800) 656-4673. Any reporting will remain fully confidential, at your request. Reports crimes shall be kept confidential to the maximum extent possible and the student shall not be retaliated against for notification of criminal activity. Your first priority should be to get to a safe place. Medical treatment should be your next most important step. Police departments strongly suggest timely reporting of these crimes as a critical factor in the importance of evidence preservation in situations where obtaining a protection order may be warranted. Any evidence that may support the offense should be meticulously preserved for police identification as it may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protective order. To preserve evidence, you the victim should not bathe or change clothes or do any cleaning up in any manner prior to receiving medical assistance.

Should you, as an employee or student, report a sex offense, please remember the following:

- Every victim has the right to notify proper law enforcement. Campus staff will be available to assist in notifying these authorities should you choose to.
- If relevant, every victim has the right to obtain an order of protection. These include no contact and restraining orders.
- Contacting the sexual assault hotline will provide victims resources on advocacy, counseling, health, mental health and legal assistance.

Any order of protection, no contact or restraining issued by criminal or civil court may be submitted to the Campus President/Director for development of a plan to honor and assist the victim.

The Institution prohibits crimes of dating violence, domestic violence, sexual assault, and stalking and cooperates with outside law enforcement agencies and exchanges criminal information. Students, faculty, staff, and visitors are encouraged to report criminal offenses to the local police department in addition to reporting them

to designated Institution officials. The Institution will assist students in notifying local law enforcement if requested. The local police department, local county sheriff's department, and other local police agencies, state agencies, and federal law enforcement agencies have criminal jurisdiction on this campus.

After reporting a sexual assault, a student or employee victim may request changes in their academic, living, transportation and working situations. These accommodations may be made if requested and if they are reasonably available. Counseling for victims of sexual assault is not available on campus. Counseling is available through local rape crisis centers. The campus will also assist the student or employee in obtaining any additional protective measures necessary. The Institution will provide the student or employee with a written explanation of the student's or employee's rights and options after such report is made.

A faculty member, staff member, or student who commits a sexual assault may be charged with a violation of Institutional policy. The victim should inform the Campus President/Director to obtain an informal consultation or to file a formal complaint. Possible sanctions against a student/employee found guilty of sexual assault may also include expulsion/termination in addition to criminal charges brought forth from law enforcement agencies.

Any accuser shall have the opportunity to request that a speedy disciplinary proceeding be initiated. The accuser and the accused perpetrator will receive simultaneous written notification of the reported incident, and are entitled to the same opportunities to have others (i.e. witness or advocate) present during a campus disciplinary proceeding alleging sexual assault. Trained officials that will use the evidence to rule a decision will conduct the proceedings. Both parties will be informed of the Institution's final determination with respect to the alleged sex offense and any sanction that is imposed against the accused, in writing within one business day of the outcome being reached. Compliance with these provisions does not constitute a violation of section 444 of the General Education Provisions Act ([20 U.S.C. 1232g](#)), commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA).

Possible sanctions against an employee found guilty of sexual assault may include but are not limited to termination. Student Disciplinary Code in the School Catalog will be used as a guideline for possible sanctions that could be imposed following a final determination of a sex offense disciplinary proceeding.

Penalties: Penalties for violation of Institution regulations may include one or a combination of the following:

- reprimand;
- the imposing of specified restrictions;
- conduct probation; temporary
- suspension; and/or dismissal
- from school.

Appeals: Appeals from a student must be in the form of a letter of appeal, written and signed by the student. The letter should include, but not be limited to, the following:

- substantiate records in support of the student's reasoning and appeal for withdrawing the student's pending action; and
- the student's perspective and documentation (if appropriate) challenging the penal action.

Should there be a change in the determination result, and when the results become final, both the accused and accuser will receive simultaneous written notification. For questions about the content of the Employee Handbook or School Catalog, please contact your Campus Director/President or Assistant Director.

The Higher Education Opportunity Act (HEOA) requires colleges to disclose, upon written request, to the alleged victim of a crime of violence or anon-forcible sex offense, the results of any disciplinary hearing related to

the offense conducted by the campus against the student who is the alleged perpetrator of the crime or offense. If the disciplinary hearing to the victim's next of kin, if so requested.

Blue Cliff Career College has awareness campaigns that are offered throughout the year. These programs include:

- *Turn off the violence and Clothesline Project* : Each April Blue Cliff chooses a week to remind the students about ending violence against women and honor its victims. The week also brings awareness of sexual violence and dating/partner violence to the campus. Students are encouraged to decorate t-shirts with messages of anti-violence and in support of victims of rape. Then a clothesline is created as an educational tool for the community, a healing tool for survivors, and a reminder to victims that they are not alone. This can be very eye opening for those who have never thought about sexual violence and dating/partner violence.
- *The White Ribbon Campaign*: is a global movement of men and boys working to end male violence against women and girls. It was formed by a group of pro-feminist men in London, Ontario in November 1991 as a response to the École Polytechnique massacre of female students by Marc Lépine in 1989. The campaign was intended to raise awareness about the prevalence of male violence against women, with the ribbon symbolizing "the idea of men giving up their arms." Active in over 60 countries, the movement seeks to promote healthy relationships, gender equity, and a compassionate vision of masculinity. Blue Cliff chooses a week each November for all students to wear a white ribbon.
- *Denim Day*: Denim Day grew out of a 1998 Italian Supreme Court decision that overturned a rape conviction because the victim wore tight jeans. The case makes it's all the way to the Italian Supreme Court. Within a matter of days, the case against the driving instructor is overturned, dismissed, and the perpetrator released. In a statement by the Chief Judge, he argued, "because the victim wore very, very tight jeans, she had to help him remove them, and by removing the jeans it was no longer rape but consensual sex." Enraged by the verdict, within a matter of hours the women in the Italian Parliament launched into immediate action and protested by wearing jeans to work. This call to action motivated and emboldened the California Senate and Assembly to do the same. People all over the world were outraged, and wearing jeans became an international symbol of protest against erroneous and destructive attitudes and myths surrounding sexual assault. Blue Cliff chooses one Wednesday a month for Denim Day.

CRIME AWARENESS & PREVENTION

All new campus employees and students are instructed on crime awareness during orientation, including the description of campus security measures and procedures for reporting any criminal activity or emergency. Students are required to follow campus security guidelines for their own personal and property safety, and are encouraged to report any suspicious activity promptly.

Prospective students and employees are provided with a summary of the campus measures to prevent crime on campus and details for acquiring the complete policies and procedures package from the campus via the campus website. This information on crime awareness is readily available upon request, and will be updated and re- distributed to all existing students and staff on an annual basis.

The campus will conduct bi-annual in-service programs designed to heighten awareness of crime and its prevention. These in-service programs will be conducted by local law enforcement or qualified officials twice a year.

The campus does not maintain any off-campus student organizations. Students performing homework practice off-campus are expected to practice safety and security procedures as if the site were an extension of the campus.

SEX OFFENDERS

The Campus Sex Crimes Prevention Act requires colleges and universities to disclose to its students and employees the location of sex offender registries and the campus community where state law enforcement agency information concerning registered sex offenders may be obtained. The act also requires registered sex offenders to provide a notice of any campus of higher education in which the offender is employed, carries on a vocation, or is a student to state officials.

Any member of the campus community who wishes to obtain further information regarding sexual offenders in the area may refer to <http://www.sexoffender.com> for the national registry.

DRUG AND ALCOHOL POLICY

The Drug-Free Workplace Act of 1988 applies to all employees of the Institution. The consumption and/or possession of any alcoholic beverage by any person under the age of 21 years of age is forbidden as provided by federal, state and campus regulations. The Institution prohibits the use, possession, manufacture, sale, or distribution by its students, faculty, or staff of any illegal drug. All federal and state drug laws will be enforced.

The Institution may conduct unannounced searches for illegal drugs or alcohol in Institution facilities. Employees are expected to cooperate in the conducting of such searches. Searches of employees and their personal property may otherwise be conducted when circumstances or workplace conditions justify them. Searches of Institution facilities and property can be conducted at any time and do not have to be based on reasonable suspicion.

The Institution may require a blood test, urinalysis, or other drug/alcohol screening of those persons suspected of using or being under the influence of a drug or alcohol or where circumstances or workplace conditions justify it. An employee's consent to a search or a drug and alcohol test is required as a condition of employment, and the employee's refusal to consent may result in disciplinary action, including termination, even for a first refusal.

The Drug-Free Schools and Communities Act of 1989 (Public Law 101- 226) require institutions receiving federal financial assistance to implement and enforce drug prevention programs and policies. As a matter of policy, the Institution prohibits the manufacture and unlawful possession, use, or distribution of illicit drugs, prescription medications and alcohol by students, employees, and any other parties on its property or at any College sponsored or College related activity. Any violation of this policy will result in appropriate disciplinary actions up to and including expulsion (in the case of students) and termination (in the case of employees), even for a first offense. Where it is apparent that a violation of the law has occurred, the appropriate law enforcement authorities will be notified. Drug and Alcohol Prevention information is located on the website. To review this information, log in to the school website at: www.blue.edu.

Drug & Alcohol Abuse Prevention Program & Policy

ANNUAL NOTIFICATION BCCC does and must notify all students and employees annually of certain information. The notification must include the following: (1) standards of conduct; (2) possible legal sanctions and penalties; (3) statements of the health risks associated with AOD abuse; (4) the BCCC's AOD programs available to students, staff, and faculty; and (5) disciplinary sanctions for violations of the standards of conduct. BCCC must and does make the

notification in writing and in a manner that ensures all students and employees receive it.

The College has a drug & alcohol abuse prevention program. The prevention program is comprised of the following components:

- Education and information about the dangers of drug abuse in the workplace and on College property will be disseminated through College newsletters, bulletin boards, emails, special publications, and special programs to employees, faculty and students.
- This DAAPP program which address unlawfully controlled substance use, including personnel actions that may result from such violations, will be conducted and coordinated by the Education Department and included in the Employee Handbook (employees) or by the Academics Department (students).
- Self-referrals, as well as supervisory referrals, to drug counseling and rehabilitation programs are available to employees and faculty by contacting the Education Coordinator or the Director of Education.
- Blue Cliff Career College recognizes that employees and students of the college may, in accordance with the federal, state and local laws, choose to use alcohol on their own time. The College will actively work to educate employees and students about alcohol and drugs and make help available for those who need it.

Health Risks

Using alcohol and other drugs carries risks. Alcohol and drugs impair your judgment, making you more likely to hurt yourself or others, to have trouble with the law, to do poorly at work and school, and to have relationship trouble. Alcohol and drugs also have specific health risks: they can damage major organs, increase your risk of cancers, and even cause death.

College Sanctions

To ensure a safe and productive work & learning environment, the following is prohibited from happening on College property or as part of any College activity:

- Unlawfully manufacturing, distributing, dispensing, possessing, or using controlled substances, or misusing or abusing prescribed or over-the-counter drugs;
- Having present in his/her body detectable levels of illegal drugs or alcohol while executing job duties during normal working hours;
- Violating any federal or state law relating to drugs;
- Consuming alcoholic beverages on College premises or at a College-sponsored function unless so authorized by the campus President.

Anyone violating this policy regarding alcohol and illegal drugs and/or controlled substances will be subject to disciplinary action up to and including termination (employee) or suspension and/or expulsion (student) in addition to referral for prosecution by local and federal authorities. These sanctions will be imposed and will be subject to and implemented according to rules set forth in these policies, student policies and for employees, employee manual. BCCC president and/or a committee will determine the level of sanction after reviewing the specifics of the violations. This same committee shall strive to administer sanctions consistently.

External Sanctions

Students and employees must be aware that there are significant criminal penalties, under federal and state law, for the unlawful possession or distribution of alcohol and illegal drugs. See below and the FACTS sheet on Legal Consequences available with this document or in the Education Office upon request.

Alabama Law: Alabama law provides that any person who violates the criminal statutes on controlled substances by possessing, offering for sale, distributing or manufacturing opiates and narcotics (such as cocaine and heroin) is guilty of a Class C felony. For a conviction of a Class C felony, the court may sentence a person to a term of imprisonment of a minimum of three to five years, a maximum of 10 to 20 years and a fine of up to \$15,000.

Federal Law: Conviction for the possession of illicit drugs results in 1 to 3 years imprisonment and a minimum fine of \$1,000, unless the offense involves cocaine base (crack) which may carry mandatory imprisonment for 5 to 20 years.

The range of penalties under state and federal law for unlawful distribution of illicit drugs is summarized in <http://www.dea.gov/druginfo/ftp3.shtml>.

The severity of the sanctions imposed for both possession and distribution offenses depend on the type of quality of drugs, prior conviction, and whether death or serious injury resulted. Sanctions may be increased for offenses, which

involve distribution to minors or occur on or near University premises. In addition, other federal laws require or permit forfeiture of personal or real property used to illegally possess, facilitate possession, transport or conceal a controlled substance.

Counseling & Treatment

The College encourages individuals with substance abuse problems to seek assistance.

Employees and students at Blue Cliff Career College have available resources to help- some from of charge and some that requirement payment. (See list included with this document or ask for a copy at the Education Office. See below for local resources to assist people with these problems.

Drug & Alcohol Rehab and Recovery Programs in our area.

Free or Low Cost Programs

<p><i>Alcoholics Anonymous</i> 600 Bel Air Blvd. Ste 224 Mobile, AL 36606 251-479-9994 www.mobileaa.org</p>	<p><i>Alcoholics Anonymous</i> 600 Bel Air Blvd. Ste 224 Mobile, AL 36606 251-479-9994 www.mobileaa.org</p>
<p><i>Wings of Life</i> 800 St. Louis St. Mobile, AL 36602 251-432-5245 www.wings-of-life.com</p>	<p><i>Home of Grace for Women</i> 394 Aldock Rd. Eightmile, AL 36613 251-456-7807 www.homeofgraceforwomen.com</p>

<p>Salvation Army Dauphin Way Lodge Residential Substance Abuse Treatment 1009 Dauphin Street Mobile, AL – 36604 (251) 438-1625 www.salvationarmyalma.org/coastalalabama/</p>	<p>Free Crisis Hotline: www.crisistextline.org Free Counseling Text “GO” to 741741 “The Recovery Village” at 877/463-1878 www.therecoveryvillage.com</p>
<p>Free Crisis Hotline: www.crisistextline.org Free Counseling Text “GO” to 741741</p>	<p>Altapoint Health Services 5750-A Southland Dr. Mobile, AL 36693 251-450-2211 1-888-335-3044 – Carepoint www.altapoint.org</p>

Insurance or Out of Pocket Programs

<p>“The Recovery Village” at 877/463-1878 www.therecoveryvillage.com</p>	<p>Bradford Health Services 1000 Hillcrest Rd. Ste. 304 Mobile, AL 36695 251-633-0900 1-800-333-0906 www.bradfordhealth.com</p>
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FIRE SAFETY FIRE SAFETY SYSTEM

The Campus is equipped with fire safety systems. Additionally, fire drills are performed bi-annually to ensure students are prepared to respond to fires. Smoke detectors in every room and hallway. And fire extinguishers are available in each classroom and office area.

EVACUATION, FIRE, AND FIRE DRILL PROCEDURES

Fire drills are required by Alabama law and all residents are required to participate if present.

- Exit through the nearest Emergency or Non-Emergency Exit that is safe to approach. Keep in mind this exit may be located on either end of your hallway.
- Avoid going into areas that appear to be dangerous to your safety.
- Do not use the elevators as their safety could be compromised.
- Meet at the Flag Pole in the south parking lot.
- Stay in your designated area until you are told to return to the classroom by a staff member.
- If smoke is present, crawl low where the air is fresher and cooler. No one should re-enter the building after evacuation without fire department approval. Once safely outside, call 911 using a cell phone or other device. Provide 911 dispatcher with your name, address of the emergency, a phone number where you can be reached, and description of the emergency (e.g., fire in the common area, are there any people still inside the building, etc.). Give as much information as possible, be prepared to answer questions, and do not hang-up until told to do so by 911 dispatcher.

POLICY ON FLAMMABLES

The following are prohibited in and around College-operated Residence Halls and discovery of such offenses will lead to disciplinary action:

- Weapons of any kind, firearms (including pellet guns, air rifles, or Airsoft-type guns), ammunition, any incendiary

- or any type of explosive device or material (including fireworks);
- Possession of state, federal, local or miscellaneous signs illegally obtained;

See following crime statistics for previous three calendar years.

Disclosure of Crime Statistics (2020)

Listed on this page is the most current crime statistics-reporting table for Blue Cliff Career College in Mobile.

On Campus									
Criminal Offenses	Murder/ Non-Negligent Manslaughter	Negligent Manslaughter	Sex Offenses, Forcible	Sex Offenses, Non-Forcible	Robbery	Aggravated Assault	Burglary	Motor Vehicle Theft	Arson
2020	0	0	0	0	0	0	0	0	0
2020	Weapons Possession	Drug Abuse Violation	Liquor Law Violation		Disciplinary Referrals	Weapons Possession	Drug Abuse Violation	Liquor Law Violation	Intimate Partner Violence
2019	0	0	0		2020	0	0	0	0
Hate Crimes	Murder/ Non-Negligent Manslaughter	Sex Offenses, Forcible	Sex Offenses, Non-Forcible	Robbery	Aggravated Assault	Intimidation	Negligent Manslaughter	Destruction, Damage, or Vandalism of Property	
2020	0	0	0	0	0	0	0	0	

Hate Crimes	Burglary	Motor Vehicle Theft	Arson	Larceny-Theft	Simple Assault	VAWA Crimes	Sexual Violence	Forcible Sex Offenses	Stalking
2020	0	0	0	0	0	2020	0	0	0
Public Property									
Criminal Offenses	Murder/ Non-Negligent Manslaughter	Negligent Manslaughter	Sex Offenses, Forcible	Sex Offenses, Non-Forcible	Robbery	Aggravated Assault	Burglary	Motor Vehicle Theft	Arson
2020	0	0	0	0	0	0	0	0	0
Arrests	Weapons Possession	Drug Abuse Violation	Liquor Law Violation		Disciplinary Referrals	Weapons Possession	Drug Abuse Violation	Liquor Law Violation	Intimate Partner Violence
2020	0	0	0		2020	0	0	0	0
Hate Crimes	Murder/ Non-Negligent Manslaughter	Sex Offenses, Forcible	Sex Offenses, Non-Forcible	Robbery	Aggravated Assault	Intimidation	Negligent Manslaughter	Destruction, Damage, or Vandalism of Property	
2019	0	0	0	0	0	0	0	0	
Hate Crimes	Burglary	Motor Vehicle Theft	Arson	Larceny-Theft	Simple Assault	VAWA Crimes	Sexual Violence	Forcible Sex Offenses	Stalking
2020	0	0	0	0	0	2020	0	0	0
<i>On campus housing and non-campus categories are not applicable to our institution.</i>									

Disclosure of Crime Statistics (2018-2019)

Listed on this page is the most current crime statistics-reporting table for Blue Cliff Career College in Mobile.

On Campus											
Criminal Offenses	Murder/ Non-Negligent Manslaughter	Negligent Manslaughter	Rape	Fondling	Incest	Statutory Rape	Robbery	Aggravated Assault	Burglary	Motor Vehicle Theft	Arson
2018	0	0	0	0	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0	0	0	0	0
Arrests	Weapons Possession	Drug Abuse Violation	Liquor Law Violation	Disciplinary Referrals	Weapons Possession	Drug Abuse Violation	Liquor Law Violation	Rape	Fondling	Incest	Statutory Rape
2018	0	0	0	2018	0	0	0	0	0	0	0
2019	0	0	0	2019	0	0	0	0	0	0	0
Hate Crimes	Murder/ Non-Negligent Manslaughter	Rape	Fondling	Incest	Statutory Rape	Robbery	Aggravated Assault	Intimidation	Other	Unfounded	
2018	0	0	0	0	0	0	0	0	2018	0	
2019	0	0	0	0	0	0	0	0	2019	0	
Hate Crimes	Burglary	Motor Vehicle Theft	Arson	Larceny-Theft	Simple Assault	Negligent Manslaughter	Destruction, Damage, or Vandalism of Property	VAWA Crimes	Dating Violence	Domestic Violence	Stalking
2018	0	0	0	0	0	0	0	2018	0	0	0
2019	0	0	0	0	0	0	0	2019	0	0	0
Public Property											
Criminal Offenses	Murder/ Non-Negligent Manslaughter	Negligent Manslaughter	Rape	Fondling	Incest	Statutory Rape	Robbery	Aggravated Assault	Burglary	Motor Vehicle Theft	Arson
2018	0	0	0	0	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0	0	0	0	0
Arrests	Weapons Possession	Drug Abuse Violation	Liquor Law Violation	Disciplinary Referrals	Weapons Possession	Drug Abuse Violation	Liquor Law Violation	Rape	Fondling	Incest	Statutory Rape
2018	0	0	0	2018	0	0	0	0	0	0	0
2019	0	0	0	2019	0	0	0	0	0	0	0

Hate Crimes	Murder/ Non-Negligent Manslaughter	Rape	Fondling	Incest	Statutory Rape	Robbery	Aggravated Assault	Intimidation	Other	Unfounded	
2018	0	0	0	0	0	0	0	0	2018	0	
2019	0	0	0	0	0	0	0	0	2019	0	
Hate Crimes	Burglary	Motor Vehicle Theft	Arson	Larceny-Theft	Simple Assault	Negligent Manslaughter	Destruction, Damage, or Vandalism of Property	VAWA Crimes	Dating Violence	Domestic Violence	Stalking
2018	0	0	0	0	0	0	0	2018	0	0	0
2019	0	0	0	0	0	0	0	2019	0	0	0
<i>This Institution does not have non-campus property or student residential housing.</i>											