



Annual Security Report

East Hartford, West Haven, Waterbury Campuses

September 2018



Annual Security Report

Under the “Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act,” the federal government requires that schools develop an official policy regarding criminal actions and emergencies that happen on school premises.

Stone Academy’s Annual Security Report includes information about the school’s campus security policies, such as policies concerning the reporting of crimes, crime prevention, alcohol and drug use, and other matters. This report is available in the Campus Director’s office upon request and is posted on the Stone Academy website at www.stoneacademy.com.

Security of Facility

During business hours staff, students and visitors may access our schools. Visitors are required to check in at the main desk/reception area. Designated personnel make sure that all doors are locked at the end of the day. An alarm system is in place.

Stone Academy does not have student housing; therefore, there is no campus police department. Thus, all reports of crime must be reported to the Campus Directors. Stone Academy does have security guards who monitor the campus both day and evening.

Campus security and ways to prevent crimes are discussed with students during orientation on the first day of classes and with employees at the time of hire/contract.

To help maintain a safe learning and working environment, we ask that you:

- Lock your car and refrain from storing valuables in your vehicles.
- After dark, walk to your car with another person.
- Be aware of strangers lingering inside the school areas or behaving in a suspicious manner; let the Campus Director or Evening Supervisor know.
- Do not bring valuables into school. Do not leave personal belongings in the classrooms.
- Use a padlock for your locker if applicable.
- Be aware of your surroundings and report anything unusual to the Campus Director or Evening Supervisor.

The Campus Director serves as Stone Academy's Campus Security Authority (CSA) for purposes of the Clery Act. Students and employees should notify their Campus Director or Evening Supervisor immediately of any criminal actions or other emergencies that occur on campus. School personnel are required to immediately report any suspicious behavior or unusual items or vehicles to the Campus Director and/or Evening Supervisor. The Campus Director will take appropriate action, which may include notifying members of their campus via the guidelines in their emergency action plan and/or contacting law enforcement.

Campus Directors are responsible to record all alleged crimes they conclude were made in good faith using a 'campus security authority reporting form.' A Campus Director is NOT responsible for determining if a crime took place. Evening Supervisors must immediately communicate to the Campus Director any alleged crimes reported to them.

Geography of Campuses

Stone Academy does not have off-campus educational facilities aside from the use of our clinical and externship sites. There are no student housing facilities or non-campus buildings or property. Stone Academy's private property contains on-campus educational and administrative buildings and on-campus property used by our institution for educational purposes. Stone Academy's public property includes thoroughfares, streets, sidewalks, and parking facilities that are within the campus, or immediately adjacent to and accessible from the campus. All crimes that occur on our private and public property must be reported.

Prevention

Stone Academy implements yearly fire drills, posts fire exit plans in all rooms, and has internal lockdown procedure plans for emergencies such as an intruder inside or outside the buildings, suspicious materials, etc. Stone Academy takes special measures to ensure that all visitors are screened at the front desk and unauthorized individuals are not allowed through the building. This is emphasized and discussed with students during orientation on the first day of classes and with employees during employee training at the time of hire/contract. References to external programs regarding crime prevention are available upon request.

Campus Responsibility

Under Clery, a crime is "reported" when it is brought to the attention of the Campus Director (CSA) or local law enforcement personnel by a victim, witness, other third party or even the offender. It does not matter whether or not the individuals involved in the crime or reporting the crime are associated with the institution. If a Campus Director receives the crime information and believes it was provided in good faith, he or she should document it as a crime report. In "good faith" means there is a reasonable basis for believing that the information is not simply rumor or hearsay. That is, there is little or no reason to doubt the validity of the information.

What Campus Directors must disclose, therefore, are statistics from reports of alleged criminal incidents. It is not necessary for the crime to have been investigated by the police nor must a finding of guilt or responsibility be made to disclose the statistic. If you are in doubt as to whether a crime has been reported, rely on the judgment of law enforcement professionals.

It is very important to provide as much information as possible including personally identifying information, if it is available, to aid law enforcement. If a victim requests confidentiality, tell the person you are required to report the incident as an anonymous statistic but will not identify anyone involved if the victim wishes to remain anonymous. Other laws (such as Title IX), however, may require that you reveal details about the incident. If you need further guidance about your Title IX obligations, contact the Director of Compliance/Title IX Coordinator.

Reporting Crimes

Institutions with more than one campus must comply independently with all of the Clery Act and Higher Education Act (HEA) requirements. No matter where the campus is located, the Clery public property category consists of two limited areas:

- Public Property within the campus
 - Public Property that immediately border and is accessible from the campus.
1. Report it promptly to the Campus Director or Evening Supervisor and to the proper authorities (local police, doctor, insurance company, etc.). You may request that institutional personnel assist you in notifying the authorities. Stone Academy maintains a positive working relationship with local police departments as there is no campus law enforcement department. Schools are not permitted to take retaliatory action with respect to the implementation of the “Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act.”
 2. The Campus Director will complete a ‘campus security authority reporting form’ when a crime is reported. If applicable, the Campus Director will have you complete and sign an Incident Report. Stone Academy uses crime reports and reports from the local police department to prepare its annual disclosure of crime statistic to the U.S. Department of Education and to make timely warnings to members of the campus community regarding crimes or emergencies as needed.

Clery requires that every institution make a reasonable good-faith effort to obtain Clery crime statistics from local law enforcement agencies that have jurisdiction over the school’s Clery geography. Campus geography includes on-campus location, public property and non-campus property, if any. Note: Clery does not require local law enforcement agencies to provide institutions with crime statistics. Campus Directors will make this good faith effort when compiling their yearly crime statistics report.

What Must Be Reported

- Location of Crime: provide a detailed description as police will have to categorize as follows:
 - On Campus
 - On Campus, in residence halls (if applicable)
 - On public property adjacent to campus
 - On non-campus property owned or controlled by the Institution or a recognized student organization
- Time
 - Date and Time the crime or incident occurred
 - Date and Time when the person reported it to you
- Description of the incident

Helpful Information

- Name of the Victim (if the victim wishes to be identified)
- Identities of any known suspects or witnesses
- Use of any weapon in the commission of the crime
- Any injuries involved
- Get as accurate and complete a description of what happened as you can

Note: Please remember

- Your job is to report the information the person is willing to tell you
- The decision to identify someone is not yours to make
- You do not have to prove what happened or who was at fault
- You are not supposed to find the perpetrator

Emergency Campus Contacts

Campus	Phone	Campus Director
East Hartford	860-569-0618	Linda Dahlin
West Haven	203-288-7474	John McKittrick
Waterbury	203-756-5500	Lauren Kuzara
For emergencies 911		

Timely Warning

When a crime or emergency occurs that is judged by the Campus Director to constitute an ongoing or continuing threat, Stone Academy will issue a “timely warning” to the

campus community. The Campus Director may consult with other Stone Academy officials and/or law enforcement to determine whether and how the timely warning will be disseminated to the campus community.

Depending on the occurrence, Stone Academy may post timely warnings on building entrances/exits stating the incident that occurred and specific precautionary measures that should be taken; have faculty hand out warnings and recommended precautionary measures to individual students during class periods; make announcements through the loud speaker on the occurrence and reminders of steps that should be taken to ensure safety; host school-wide meetings with employees and/or students to promote safety; and/or increase campus security by hiring security personnel.

The current timely warning report system in use by Stone Academy exploits existing common technology to notify the general public at large (radio and television stations) regarding weather or any other local campus issue. In cases of emergency, all campuses will use 911 for emergency contact of police or fire services.

In addition to contacting the police and/or fire in event of emergency if the situation requires a “broadcast” notice, Stone Academy contacts the following public communications stations:

Contact numbers at Waterbury and West Haven:

Channel 8 WTNH-TV	203-784-8900
Channel 30 WVIT-TV	877-766-9329
Channel 3 WFSB:	800-662-6505

Contact Numbers for East Hartford:

Channel 8 WTNH-TV	203-784-8900
Channel 30 WVIT-TV	877-766-9329
Channel 61 WTIC-TV	860-527-6161
Channel 22 WWLP-TV	413-377-2200

Lockdown Procedures

The Clery Act requires Stone Academy to have and disclose emergency response and lockdown and evacuation procedures in response to a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. In the event that this occurs, each campus has a lockdown procedure with steps to be taken in the event that there is an intruder in or around the building or another type of threat. These procedures can be found in our campus security manual. All new employees receive a copy of our security manual.

Emergency Response

All members of the Stone Academy community are required to immediately notify the Police Department (911) of any situation or incident on campus that involves a significant

emergency or danger that may pose an immediate or on-going threat to the health and safety of students and/or employees on campus.

The Police Department is responsible for responding to such situations to assess the potential threat and for summoning the necessary resources to mitigate, investigate, and/or document any situation that may pose a significant emergency or danger. If the Police Department determines that the situation does in fact pose a threat to the community, it will immediately notify the School. The Campus Director will work with the Police Department to notify the campus community that may be affected by the situation.

Emergency Operations Plan

In accordance with Connecticut General Statute 10a-55a, all institutions of Higher Education and Private Occupational Schools are required to have an emergency operations plan.

The plan is submitted annually to the School Safety Program of the Division of Emergency Management and Homeland Security by October 1.

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Stone Academy defines an **intruder** as someone who refuses to check in and/or displays aggression in or around the building.

Enclosed are Stone Academy's lockdown and fire drill procedures that all employees and students must follow in the event of an emergency. Fire exit plans should be in all rooms of each building. Mock fire drills, lockdowns, and other safety drills should be performed at each school yearly.

Missing Student Notification Procedures

There is no on-campus student housing at Student Academy. Therefore, the school does not have procedures for notification of missing students who live on-campus

Crime Definitions That Are Required To Be Reported

<u>Criminal Offenses</u>	Criminal Homicide, including Murder and Non-negligent Manslaughter, and Manslaughter by Negligence; Sexual Assault, including Rape, Fondling, Incest and Statutory Rape; Robbery; Aggravated Assault; Burglary; Motor Vehicle Theft; and Arson.
Homicide	<ul style="list-style-type: none"> • Murder/non-negligent manslaughter: the willful (non-negligent) killing of one human being by another • Negligent Manslaughter: the killing of another person through gross negligence
Sex Offenses	<ul style="list-style-type: none"> • Sex offenses: Any sexual act directed against another person without the consent of the victim, including instances where the victim is incapable of giving consent • Rape: The 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 • Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity • Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law • Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent
Robbery	Taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
Aggravated Assault	Unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury.
Burglary	Unlawful entry of a structure to commit a felony or a theft.
Motor Vehicle Theft	The theft or attempted theft of a motor vehicle.

Arson	Willful or malicious burning or attempt to burn with or without intent to defraud a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.
Larceny-theft	The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another
Simple Assault	An unlawful physical attack by one person on another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness
Intimidation	To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack
Destruction/Damage/ Vandalism of Property	To willfully and maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it

<u>VAWA Offenses</u>	Any incidents of Domestic Violence, Dating Violence and Stalking. (Note that Sexual Assault is also a VAWA Offense but is included in the Criminal Offenses category for Clery Act reporting purposes)
Dating Violence	<p>Under the Violence Against Women Reauthorization Act, “colleges and universities are required to (1) report dating violence, domestic violence, sexual assault, and stalking, beyond crime categories the Clery Act already mandates; (2) adopt certain discipline procedures, such as notifying purported victims of their rights; and (3) adopt certain institutional policies to address and prevent campus sexual violence, such as to train in particular respects pertinent institutional personnel.”</p> <p>Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors:</p> <ul style="list-style-type: none"> • the length of the relationship • the type of the relationship • the frequency of interaction between the persons involved in the relationship
Domestic Violence	Felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction...or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction
Stalking	Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others, or suffer substantial emotional distress

Hate Crimes

Any of the above mentioned criminal offenses, and any incidents of Larceny-Theft, Simple Assault, Intimidation, or Destruction/Damage/ Vandalism of Property that were motivated by bias;

Stone Academy is also required to report statistics for hate (bias) related crimes by the type of bias as defined below for the following classifications: murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson (see definitions above) and larceny, vandalism, intimidation, and simple assault (see definitions below).

If a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault or other bodily injury, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.

A hate or bias related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his bias against the victim's race, sexual orientation, etc., the assault is then also classified as a hate/bias crime.

If a hate (bias) related crime was reported to you, please inform the Campus Director.

Type of Bias:

Race

Sexual Orientation

Religion

Disability

Gender

Gender Identity

Ethnicity/National Origin

**Arrests and Referrals
for Disciplinary Action**

for Weapons

Carrying, Possessing, Etc. Law Violations, Drug Abuse Violations and Liquor Law Violations

Liquor Law Violation

The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages

Drug Law Violation

The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation

**Illegal Weapons
Possession**

The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons

Sexual Assault/Sex Offenses

A sexual offense is any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against their person's will where the victim is incapable of giving consent.

Stone Academy prohibits rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence and domestic violence. Stone Academy applies strong disciplinary action in any case where a student's behavior represents a risk of violence, threat, pattern, or predation. If a student is accused of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence or domestic violence, s/he is subject to applicable action as discussed in our Clery Crime policies. A student wishing to officially report such an incident may do so by contacting the Campus Director.

Anyone with knowledge about rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence or domestic violence is encouraged to report it immediately.

If you are the victim of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence or domestic violence, some or all of these safety suggestions may guide you after an incident has occurred: Go to a safe place and speak with someone you trust. Tell this person what happened. If there is any immediate danger, let the Campus Director know if you are on campus or call 911 if you are off campus. Consider securing immediate professional support to assist you in the crisis.

For your safety and well-being, victims of sexual assault should seek medical attention immediately, and are strongly encouraged to report the incident to the police. Further, being examined as soon as possible, ideally within 120 hours, is important in the case of sexual assault. The hospital will arrange for a specific medical examination at no charge.

After a sexual assault, it is very important that the victim receive a medical examination. Trained medical personnel can conduct a physical exam with the consent of the victim.

Preserving the evidence from the assault is important. Even if the victim does not wish to file a police report immediately or is certain he or she will not prosecute, preserving evidence allows the victim to change his or her mind later.

Victims should make every effort to save anything that might contain the perpetrator's DNA, therefore a victim should **not**:

- Bathe or shower
- Use the restroom
- Change clothes
- Comb hair
- Clean up the crime scene
- Move anything the offender may have touched

Typically, if police are involved or will be involved, they will obtain evidence from the scene, and it is best to leave things undisturbed until their arrival. They will gather articles which may be used for evidence. It is extremely important to report the incident to law enforcement immediately so that the area where the incident occurred and any evidence of the incident can be secured and preserved as soon as possible. The Campus Director is available to assist in making the report if a student requests such assistance.

Stone Academy will change a student's academic situation after an alleged sex offense if the change is requested by the victim and is reasonably available.

Sexual Misconduct and Title IX

Both the Department of Education and the United States Supreme Court have found that sexual harassment is a form of sexual discrimination prohibited by Title IX. Stone Academy recognizes that such behavior undermines the academic and professional excellence that Stone Academy provides to and expects from the members of its community. As set forth below, Stone Academy prohibits harassment and discrimination that unreasonably interferes with an individual's performance or that creates a hostile environment, whether such conduct happens on or off campus. To that end, and in accordance with federal and state law, Stone Academy has implemented the following policies. For more information on these policies, or to report any of the conduct prohibited below, please contact Stone Academy's Title IX Coordinator, Mr. Kenneth Zane, 860-569-0618, 745 Burnside Avenue, East Hartford, CT 06108.

Non-Discrimination Policy

Stone Academy is an affirmative action/equal opportunity educator and employer, fully committed to the goal of providing equal opportunity and full participation in its educational programs, activities, and employment without discrimination because of race, color, religious creed, sex, age, national origin, political affiliation, marital status, veteran status, sexual orientation, physical disability, learning disability or mental retardation, past or present history of mental disorder, or any other consideration not directly and substantively related to effective performance. This policy implements Federal and State laws, regulations, and executive orders.

All acts of discrimination, sexual violence, and harassment should be reported to Mr. Kenneth Zane, Title IX Coordinator, 745 Burnside Avenue, East Hartford, CT 06108. All sexual harassment claims should be reported per our Sexual Harassment Policy on the following page.

Reports describing conduct that is inconsistent with our policies will be promptly and thoroughly investigated. Students have the right to file a criminal complaint while filing a complaint on any of the above acts. Complaints about violations of these policies will be handled discreetly, with facts made available to those who need to know to investigate and resolve the matter.

Harassment/Intolerance Policy

The staff, faculty, student body, and administration of Stone Academy form a multicultural community of individuals from diverse race, ethnic, and class backgrounds, national origins, religious and political beliefs, physical abilities, and sexual orientations. We believe that activities, programs, and everyday interactions are enriched by acceptance of one another in an environment of positive engagement and mutual respect. Acts of racism or harassment directed against individuals or specific groups of individuals will not be tolerated.

Harassment is conduct that is physically threatening, harmful, or humiliating. It may be based upon an individual's race, color, religion, national origin, creed, service in the uniformed services (as defined in state and federal law), veteran status, sex, age, political ideas, marital or family status, pregnancy, physical or mental disability, genetic information, gender identity, gender expression, or sexual orientation.

Harassing conduct may take various forms, including, name-calling, bullying, cyberbullying, graphic or written statements (including the use of cell phones or the Internet), or other conduct. Harassment does not have to include intent to harm, be directed at a specific target, or involve repeated incidents.

Bullying is unwanted, aggressive behavior that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. Bullying can take many forms: texting, intimidation and even cyber bullying just to name a few. Bullying can impact a person's self-esteem, self-worth and cause devastating emotional effects no matter what the age.

Cyberbullying is bullying that takes place using electronic technology. Electronic technology includes devices and equipment such as cell phones, computers, and tablets, as well as communication tools including social media sites, texts, etc. Examples of cyberbullying include text messages or emails, rumors sent by email or posted on social networking sites, and embarrassing pictures, videos, website, or fake profiles.

The Administration of Stone Academy is committed to provide educational opportunities to all who seek and can benefit from them. They recognize that an important part of providing opportunity is creating a welcoming environment in which all people are able to work and study together, regardless of their differences.

Stone Academy recognizes that it has an obligation to provide programs that promote pluralism and diversity and encourage the educational community to respect and appreciate the value and dignity of every person and his or her right to an atmosphere not only free of harassment, bullying, cyberbullying, hostility, and violence, but supportive of individual academic, personal, social, and professional growth.

If it is determined that inappropriate conduct has been committed by a student, Stone Academy will take such action as it deems appropriate under the circumstances. Such actions may range from counseling to termination to contacting local law enforcement. It may include other forms of disciplinary action as Stone Academy deems appropriate in its discretion under the circumstances.

Sexual Harassment Policy

It is the policy of Stone Academy that no member of the Stone Academy community—students, faculty, administrators, staff, vendors, contractors, or third parties—may sexually harass any other member of the community.

“Sexual harassment” is any unwelcome conduct of a sexual nature, which includes, but is not limited to, unwelcome sexual advances; sexual acts that are nonconsensual or perpetrated against a person who is incapacitated; the use or threatened use of sexual favors as a basis for academic or employment decisions; conduct that creates a hostile, intimidating, or offensive academic or working environment; conduct of a sexual nature that has the effect of unreasonably interfering with an individual’s work performance; and other verbal, nonverbal, or physical conduct of a sexual nature that is sufficiently severe, persistent, or pervasive to limit a person’s ability to participate in or benefit from an educational program or activity.

“**Incapacitation**” means the physical and/or mental inability to make informed, rational judgments. Where an intoxicant is involved, incapacitation is a state of intoxication where the intoxicant consumed impairs a person's decision-making capacity, awareness of consequences, and ability to make fully informed judgments.

“**Consent**” means words or actions that show an active, knowing and voluntary agreement to engage in mutually agreed-upon sexual activity. Consent cannot be gained by force, by coercion, by ignoring or acting in spite of the objections of another, or by taking advantage of the incapacitation of another, where the actor knows or reasonably should have known of such incapacitation. Intoxication is not an excuse for failure to obtain consent. Consent is also lacking when the activity in question exceeds the scope of consent previously given.

Complaints of sexual harassment should be directed to Mr. Kenneth Zane, Title IX Coordinator/Provost, 745 Burnside Avenue, East Hartford, CT 06108.

Sexual Violence Statement

Sexual violence is a prohibited form of sexual harassment. Sexual violence includes physical sexual acts perpetrated against a person’s will or where a person is incapable of giving consent due to use of drugs and/or alcohol or to an intellectual or other disability. Some examples of sexual violence may include rape, sexual assault, sexual battery, sexual coercion, dating violence, and domestic violence.

Title IX Statement

It is the policy of Stone Academy to comply with Title IX of the Education Amendments of 1972, which prohibits discrimination (including sexual harassment and sexual violence) based on sex (gender) in our educational programs and activities. Title IX also prohibits retaliation for asserting or otherwise participating in claims of sex discrimination.

Any inquiries concerning Title IX should be directed in writing to Stone Academy's designated Title IX Coordinator, Mr. Kenneth Zane, 860-569-0618, 745 Burnside Ave, East Hartford CT 06108.

Additional Title IX information and resources can be found on our website >www.stone.edu>student consumer information.

Grievance Procedure for Discrimination, Harassment, Sexual Harassment, and Title IX

Investigation and Confidentiality

Stone Academy promptly and thoroughly investigates and resolves complaints alleging sex discrimination, sexual harassment, and sexual violence, including sexual assault, stalking, dating violence, and domestic violence.

Any student, faculty, or staff member with questions or concerns about the applicable policies or who believes that he or she has been the victim of sex discrimination, sexual harassment, or sexual violence is encouraged to contact Stone Academy's Title IX Coordinator.

Any person who believes that he or she is a victim of sexual harassment or violence is encouraged to make a report to both the police and the Title IX Coordinator for assistance and investigation. The police investigate criminal violations, while the Title IX Coordinator will investigate violations of these policies. Reports describing conduct that is inconsistent with these policies will be promptly and thoroughly investigated, using a more-likely-than-not standard, within 60 days if possible.

Knowingly furnishing false information to the School is a violation of this policy. Anyone who knowingly files a false report, knowingly pursues a false complaint under this policy, or otherwise knowingly reports, complains, or assists with a false complaint of unlawful harassment, violates this policy and is subject to investigation and discipline. Note that the failure to adequately substantiate a good-faith claim is not the same as knowingly making a false accusation.

Stone Academy 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. Complaints about violations of these policies will be handled discreetly. If a victim discloses an incident, but wishes to maintain confidentiality or requests that no investigation into a particular incident be conducted or disciplinary action taken, Stone

Academy's Title IX Coordinator will weigh that request against the School's obligation to provide a safe, non-discriminatory environment for all students, including the victim. A request for confidentiality may limit the School's ability to investigate a particular matter. In that instance, the School may take steps to limit the effects of the alleged conduct without initiating formal action against the alleged perpetrator.

Although rare, there are times when the School may not be able to honor a victim's request for confidentiality in order to provide a safe, non-discriminatory environment for all students. If the School determines that it cannot maintain a victim's confidentiality, the School will inform the victim prior to starting an investigation and will, to the extent possible, only share information with people responsible for handling the School's response. The Title IX Coordinator and/or designees will protect the privacy of all parties, including the complainant, consistent with the Academy's obligation to provide a safe environment for members of the community. Student-victims may request information about confidential support organizations or crisis hotlines from the Title IX Coordinator.

The Title IX Coordinator may also take interim administrative actions to alleviate any threat of imminent harm to persons or property and to provide support services to the complainant. Interim administrative action is not a sanction. Instead, it is an effort to protect the safety and well-being of the victim, the accused student, third parties, or property. Actions may include, but are not limited to, no contact instructions, limited access to campus, or interim suspension.

Retaliation

Stone Academy prohibits retaliation against anyone for registering a complaint pursuant to these policies, assisting another in making a complaint, or participating in an investigation under the policies. Anyone experiencing any conduct that he or she believes to be retaliatory should immediately report it in writing to the Title IX Coordinator.

Resolution

If a complaint of discrimination, harassment, or sexual harassment is found to be substantiated by preponderance of the evidence, appropriate corrective action will follow, up to and including separation of the offending party from Stone Academy. Both the victim and the accused will have equal rights to participate in the investigation and resolution process, and both parties will receive simultaneous written notice of the outcome of the complaint. At no point will the School employ informal mediation to resolve complaints of sexual harassment or violence. All adjudication procedures will be conducted by Mr. Kenneth Zane, Provost, 745 Burnside Ave, East Hartford, CT 06108.

Reporting

All members of the Stone Academy community are responsible for creating a working, learning, and living environment that is free of discrimination and harassment, including sexual harassment.

To this end, Stone Academy strongly encourages teachers, staff, and students to report incidents of discrimination, harassment, and sexual misconduct to the Title IX Coordinator. Employees (except those empowered by law to maintain confidentiality) who receive information about or witness sexual violence, must report incidents of sexual violence to either local law enforcement or the Title IX Coordinator. These offices will ensure that victims receive information about medical treatment and support services available to them, as well work to ensure the safety of the entire campus community.

Vendors, Contractors and Third Parties

Stone Academy's policies on discrimination, harassment, and sexual harassment apply to the conduct of vendors, contractors and third parties. If a member of the Stone Academy community believes that he or she has been subjected to conduct by a vendor, contractor or third party that violates these policies, the community member should contact the Title IX Coordinator. Stone Academy will respond as appropriate, given the nature of its relationship to the vendor, contractor or third party.

Prevention and Education

During student orientations every 8 weeks, students are informed of services offered by Stone Academy to reduce the risk of crimes. This involves awareness, risk reduction and prevention information during which security procedures and practices, and programs encouraging students and employees to look out for themselves and one another is discussed. Educational in-services on sexual harassment and misconduct are also offered to staff and faculty each year to raise awareness for all new and existing employees.

Every campus provides safety education events focusing on sexual assault awareness and prevention to include prevention of domestic violence, dating violence, stalking, awareness of rape, acquaintance rape, domestic violence, dating violence, and sexual assault. Education may involve how alcohol and other drug use may impact the risk of sexual assault. Students, faculty and staff will be invited to attend these educational programs.

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.

Student Victim Assistance

Outside counseling, mental health and other services are available for victims of sex offenses. Students who are victims of sex offenses are encouraged to dial 2-1-1 for information on human services referrals and information about services available in the community pertaining to alcohol/drug abuse, sexual assault, suicide, etc.

For students who express outside personal issues and who may need outside help in health and social issues, Stone Academy provides a licensed social worker, Donna Kern, who is available for personal appointments at each campus.

Information on Registered Sex Offenders

In accordance with the Campus Sex Crimes Prevention Act of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, Stone Academy is providing a link to the Connecticut State Sex Offender Registry:

http://www.communitynotification.com/cap_office_disclaimer.php?office=54567.

This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in that State at which the person is employed, carries a vocation, or is a student.

All sex offenders are required to register in the state of Connecticut and to provide notice of each institution of higher education in Connecticut at which the person is employed, carries a vocation or is a student.

The FBI's National Incident-Based Reporting System (NIBRS) edition of the UCR:

Defines a sex offense as any sexual act directed against another person, forcibly and / or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

Sex offender information can be obtained from the State of Connecticut at:

Phone Number (860) 685-8060

E-Mail Address sex.offender.registry@po.state.ct.us

Web Site http://www.communitynotification.com/cap_main.php?office=54567

Preparation of Disclosure of Crime Statistics

The Campus Director of each campus maintains yearly crime statistics and submits their report to the Director of Compliance who prepares the yearly Crime Statistics Report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is published by October 1 of each year. The full text of this report can be located on our website at www.stone.edu > student consumer information > annual security report.

Each year by October 1, in-house students are provided with a written notice on the availability of this report. Faculty and staff receive similar notice via Paylocity; our institution's online payroll system. All prospective employees and students may obtain a copy from the Campus Director or hiring manager and/or the Stone Academy website.

Drug and Alcohol Policy

Stone Academy is dedicated to providing a quality drug-free education environment to its students and a quality drug-free work environment for its employees in accordance with

the Drug-Free Schools and Communities Act (Public Law 101-226) and the Drug-Free Workplace Act of 1988 (Public Law 101-690).

In keeping with this commitment, Stone Academy maintains a campus free from drug and alcohol abuse. The manufacture, possession, distribution or use of illegal drugs or alcohol is prohibited on campus. Any violation of this policy will warrant disciplinary actions up to and including dismissal and may result in local, state, and/or federal criminal charges.

Stone Academy has adopted a policy on Drug and Alcohol Abuse. This information is provided as part of Stone Academy's commitment to eliminating substance abuse and pursuant to the requirements of Public Law 101-690 and Public Law 101-226.

The Drug Free Schools and Communities Act requires schools that participate in any Student Financial Aid Programs to provide information to its students and employees to prevent drug and alcohol abuse. In addition, the Drug-Free Workplace Act requires a federal grant recipient to certify that it provides a drug-free workplace.

Stone Academy recognizes that the misuse of alcohol or the use of illegal drugs represents a serious threat to the physical and mental well-being of its students and employees as well as to society as a whole. Our common goal is to foster a community where the intellectual development of students is free from the harmful effects of drugs and alcohol.

The health and psychological problems resulting from the abuse of illicit drugs and/or alcohol include blackouts, hangovers, nausea, vomiting, loss of energy, depression, impaired driving skills, resistance to authority, and tendencies toward verbal arguments, physical confrontations, and problems with interpersonal relationships, problems with job or school performance, and unwanted sexual encounters. Students with these problems find it difficult to be learners; employees find it difficult to work.

Students, faculty or staff with problems relating to drug and alcohol abuse are urged to seek help. To obtain information or to obtain a referral to a treatment center students are encouraged to contact the Campus Director or contact The Center for Substance Abuse Treatment and Referral Hotline at 1-800-662-HELP.

Stone Academy's program is as follows:

- A. Standards of Conduct: All students, faculty and staff members are prohibited from the unlawful possession, manufacture of, use or distribution of illicit drugs and alcohol on Stone Academy's campus, parking lots, or as part of any of the school's activities.
- B. Legal Sanctions: All drugs are controlled by Federal Law. (Most drug offenses are prosecuted under state law, which may be more severe.)

- (1) Unlawful possession of all controlled drugs:

First offense: Up to one year imprisonment and/or fines up to \$5,000.

Second offense: Twice the imprisonment and fines for first offense.

(2) Unlawful distribution or possession with intent to distribute:

Narcotics (i.e. cocaine and the opiates):

First offense: Up to 15 years imprisonment and/or fines up to \$25,000 plus three year mandatory special parole.

Second offense: Up to twice that of first offense.

Amphetamines, barbiturates, hallucinogens (including marijuana):

First offense: Up to five years imprisonment and/or fines up to \$15,000 plus two year mandatory special parole.

Second offense: Up to twice that of first offense.

(3) Unlawful distribution of all controlled drugs—by someone over 18 to someone under 21:

First offense: Up to twice the fine and imprisonment otherwise authorized.

Second offense: Up to three times fine and imprisonment otherwise authorized.

Any questions concerning the legal sanctions under state law for unlawful use or distribution of the illegal drugs or alcohol should be directed to the Chief State's Attorney, Kevin T. Kane, and 300 Corporate Place, Rocky Hill, CT 06067. The telephone number is 860-258-5800.

- C. Health Risks: Materials describing the health risks associated with the use of illicit drugs and the abuse of alcohol are kept in the library in separate special files marked Drugs/Alcohol/AIDS Information.
- D. Counseling: Any student, faculty or staff member seeking drug or alcohol counseling, treatment, or rehabilitation should speak to the Campus Director. The Campus Director will refer them to the proper agency. Each state has a single agency for the various drug abuse prevention, treatment, and rehabilitation programs. In Connecticut, this is the Connecticut Alcohol and Drug Council, Department of Mental Health, 90 Washington Street, Hartford, CT 06115.
- E. Violation of the Standards of Conduct: Students and employees found using, possessing, manufacturing, or distributing illicit drugs and/or alcohol will be given a written warning for a first offense. If a student or employee further abuses the standards of conduct, he or she can be terminated/dismissed from

Stone Academy for one year or permanently depending on a person's desire to obtain rehabilitation, etc.

If a student is convicted locally or within the state for the use, possession, manufacture, or distribution of illicit drugs or alcohol, he or she will be dismissed from Stone Academy and will be held liable for his or her financial obligations to the school.

If an employee is found guilty by a local or state enforcement agency, employment will be terminated until which time the employee has completed his or her penalties and has indicated his or her commitment to be rehabilitation.

In addition, the following guidelines shall apply to Stone Academy students, faculty and staff:

The consumption of alcohol shall only be permitted at special and approved events and shall be restricted to those persons who have reached the legal drinking age.

The following CT General Statutes Sec. 21a-108, Sec.21a-267, Sec.21a-277 (a), Sec.21a-277 (b), Sec.21a-277(c), Sec. 21a-278(a), Sec. 21a-278(b), Sec.21a-279 (b), Sec.21a-279(c), Sec.21a-279 (d), Sec. 30-86 and Sec.30-89 pertain to drug and alcohol law violations, but are not limited to these statutes; therefore, any person who violates state law or the above guidelines shall be subject to the School disciplinary actions, which can lead to the suspension or expulsion of the student or suspension or termination of the employee. Students or employees are also subject to criminal prosecution for violation of the above stated statutes. Stone Academy encourages all of its students to play a part in combating the misuse of alcohol and the use of illicit drugs. The price of not eliminating substance abuse is great in dollars and wasted lives.

Campus Crime Statistics

CRIMINAL OFFENSES	Year	East Hartford		West Haven		Waterbury		Notes
		Geographic Location		Geographic Location		Geographic Location		
		On Campus Property	Public Property	On Campus Property	Public Property	On Campus Property	Public Property	
Murder/ Non-negligent Manslaughter	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Manslaughter by Negligence	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Rape	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Fondling	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Incest	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Statutory Rape	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Robbery	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	

Aggravated Assault	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Burglary	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Motor Vehicle Theft	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Arson	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Larceny-Theft	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Simple Assault	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
Intimidation	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Destruction/Damage/ Vandalism of Property	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
HATE CRIMES								
Gender Identity/Origin Hate Crimes	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	

Criminal Homicide: Murder and Non-negligent Manslaughter	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Criminal Homicide: Negligent Manslaughter	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Forcible Sexual Offense	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Non-Forcible Sex Offenses	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Robbery	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Aggravated Assault	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Burglary	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Motor Vehicle Theft	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Arson	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	

Larceny-Theft	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Simple Assault	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Intimidation	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Destruction/Damage/ Vandalism of Property	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
VAWA CRIMES								
Sexual Assault	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Stalking	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Dating Violence	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Domestic Violence	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	

ARRESTS AND DISCIPLINARY REFERRALS								
Arrests: Weapons: Carrying, Possessing, Etc.	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Disciplinary Referrals: Weapons: Carrying, Possessing, Etc.	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Arrests: Drug Abuse Violations	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
Disciplinary Referrals: Drug Abuse Violations	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Arrests: Liquor Law Violations	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	
Disciplinary Procedures: Liquor Law Violations	2015	0	0	0	0	0	0	
	2016	0	0	0	0	0	0	
	2017	0	0	0	0	0	0	