

Renaissance Beauty Academy prohibits the crimes of dating violence, domestic violence, sexual assault and stalking.

The U.S. Department of Education, under 34 CFR 668.42, requires the disclosure of general information to students with regard to consumer-information regulations.

Campus Security/ Cleary Act:

The "Jeanne Cleary Disclosure of Campus Security Policy and Campus Crime Statistics Act" (originally the Crime Awareness and Campus Security Act of 1990) is a federal law that requires institutions of higher education in the United States to disclose campus security information including crime statistics for the campus and surrounding areas. It was first enacted by Congress in 1990 and amended in 1992, 1998, 2000 and 2008.

To comply with these regulations, we are providing basic information as follows:

- Annual Security Report
- Disclosure of Institution's Security Policies
- Reporting of Crime Statistics
- Encouragement of prompt reporting of crimes

#### **POLICING FOR REPORTING CRIMES AND EMERGENCIES**

Renaissance Beauty Academy prepares this report to comply with the Jeanne Cleary Disclosure of Campus Security Policy and Crime Statistics Act. Students, parents and staff may access this report in full at any time by visiting our website at

[www.renaissancebeautyacademy.com](http://www.renaissancebeautyacademy.com)

A complete copy of this report is also available in the Renaissance Beauty Academy administrative offices. This report is prepared in cooperation with the Cape Girardeau Police Department. Campus crime, arrest and referral statistics include those reported to the Cape Girardeau Police Department and the Renaissance Beauty Academy designated campus officials. Each year, the financial aid representative will compile a crime statistics report from the incident and crime reports given to the campus security authorities (Heather Thompson and Alicia Baugh). Renaissance Beauty Academy will annually submit the security report each year after the letter and certificate requesting it is sent to the Academy's Director. The crime statistics will be sent to the Department of Education each year upon the receipt of a letter requesting the crime reports. This information will be uploaded to <http://surveys.ope.ed.gov/security>. Crime statistics from the area surrounding will also be requested from the Cape Girardeau Police Department and will be disclosed in the annual crime report.

Each year, an announcement will be presented to all enrolled students giving the web site address to access this updated report. A typed notice will also be handed out to all enrolled students, which will include the URL to access the Annual Security Report as well as an overview of what is included in the report. The staff will be notified during a staff meeting. Copies of this report may also be obtained at the administrative offices or by calling 573-803-1649.

## **SCOPE OF THE REPORT**

This report will represent statistical information on crimes that occurred at or around 268 South Mount Auburn Road in Cape Girardeau, MO during 2020 through 2022. Renaissance Beauty Academy does not offer any type of campus housing or recreational facilities.

### **Building Location**

268 South Mount Auburn Road  
Cape Girardeau, MO 63701  
573-803-1649

**TO REPORT A CRIME:** For emergencies, dial 9-1-1.

Contact the campus security authorities immediately in the event of a crime. The campus security authorities for Renaissance Beauty Academy are Heather Thompson and Alicia Baugh and may be contacted by calling 573-803-1649. If not available by phone, then e-mail [info@renaissancebeautyacademy.com](mailto:info@renaissancebeautyacademy.com) (only in non-emergent cases). The campus security authorities do not have arresting authority. Every crime that is reported to the security authorities will be investigated. Please note that due to the public nature of police reports, Renaissance Beauty Academy cannot ensure the complete confidentiality of any crime report. All incident reports are reviewed by the Director.

Renaissance Beauty Academy does not have a campus police department. The Cape Girardeau Police Department has sole arresting authority on the Renaissance Beauty Academy campus and the surrounding areas. Students, staff, clients and community members are encouraged to report all crimes and public safety related incidents to the above designated campus security authorities. For matters of emergent nature, dial 9-1-1 immediately.

This publication contains information about on-campus and off campus resources. Information is made available to provide Renaissance Beauty Academy students and staff specific information about local resources available should they become a victim of a crime. The information about local resources should be used as helpful information and does not infer that those resources are “reporting entities”.

## **TIMELY WARNING**

Crimes should be reported to the Renaissance Beauty Academy campus security authorities to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate.

If students and staff are still in the Renaissance Beauty Academy building and the Director determines that there is

a significant emergency or threat, the school will, without delay and accounting for the safety of the community, determine the content of the notification and initiate continuing alarm.

A campus-wide “timely warning” will be made with the following statement: “Renaissance Beauty Academy is now in a lock down procedure. All staff, students and guests should report to the classroom immediately.” This announcement will be made by the Renaissance Beauty

Academy security authority. In the Director's absence, educators on staff would notify the appropriate security authority and determine the content of the notification.

- Time and safety permitting, one Educator will lock the front door, and another educator will lock the back door.
- The Educator in the classroom is to lock the classroom door. Tables in the classroom should be tipped on their sides to form a barricade on a corner spot of the classroom. Educators should then take roll and write down the names of any students not accounted for or extra. The classes should remain quiet and still.
- Administrative staff should lock their offices if unable to evacuate, and remain as far back from windows as possible.
- The classrooms and offices will remain locked until emergency personnel arrive and announce that the area is safe to evacuate.
- After evacuation employees, students, and guests are to gather in the parking garage in front of the entrances to Renaissance Beauty Academy (staff parking). Staff and students are required to remain on the property until everyone has been accounted for, unless otherwise told by a member of the staff. After evacuation, Educators will ensure that all educators are present, and each Educator will ensure that their students are present and accounted for. We will utilize the attendance list on SMART, envision appointment records, and/or employee/student lists to account for everyone present in the building before anyone is excused. All safety procedures will be tested on an annual basis.

## **FIRE SAFETY REPORT**

During the last three years, Renaissance Beauty Academy has had no fire-related incidents causing injury to person or property. The following is a copy of the fire and emergency evacuation action plan:

### **Fire Exit Procedure**

If you smell smoke or see fire, report it immediately to an educator. Warning will then be given by the educators. Do not panic!

Proceed as follows:

1. Students in the styling area exit single file out the front doors. If you have a guest at the time, the guest is your responsibility. After exiting the Academy, proceed to safety away from the building.
2. Support staff at the front desk will help guests in the reception area out the front doors. Proceed into the parking lot.
3. Students in the classrooms, breakroom and spa area should exit through the nearest door single file. Locate and join the students and guests from the styling area.

- For further assistance with emergency evacuation procedures, the following individuals may be contacted:

Alicia Baugh/Heather Thompson (573) 803-1649

FLOOR PLAN GRID

THE AREA BELOW MUST BE USED FOR REQUIRED FLOOR PLAN SKETCH.

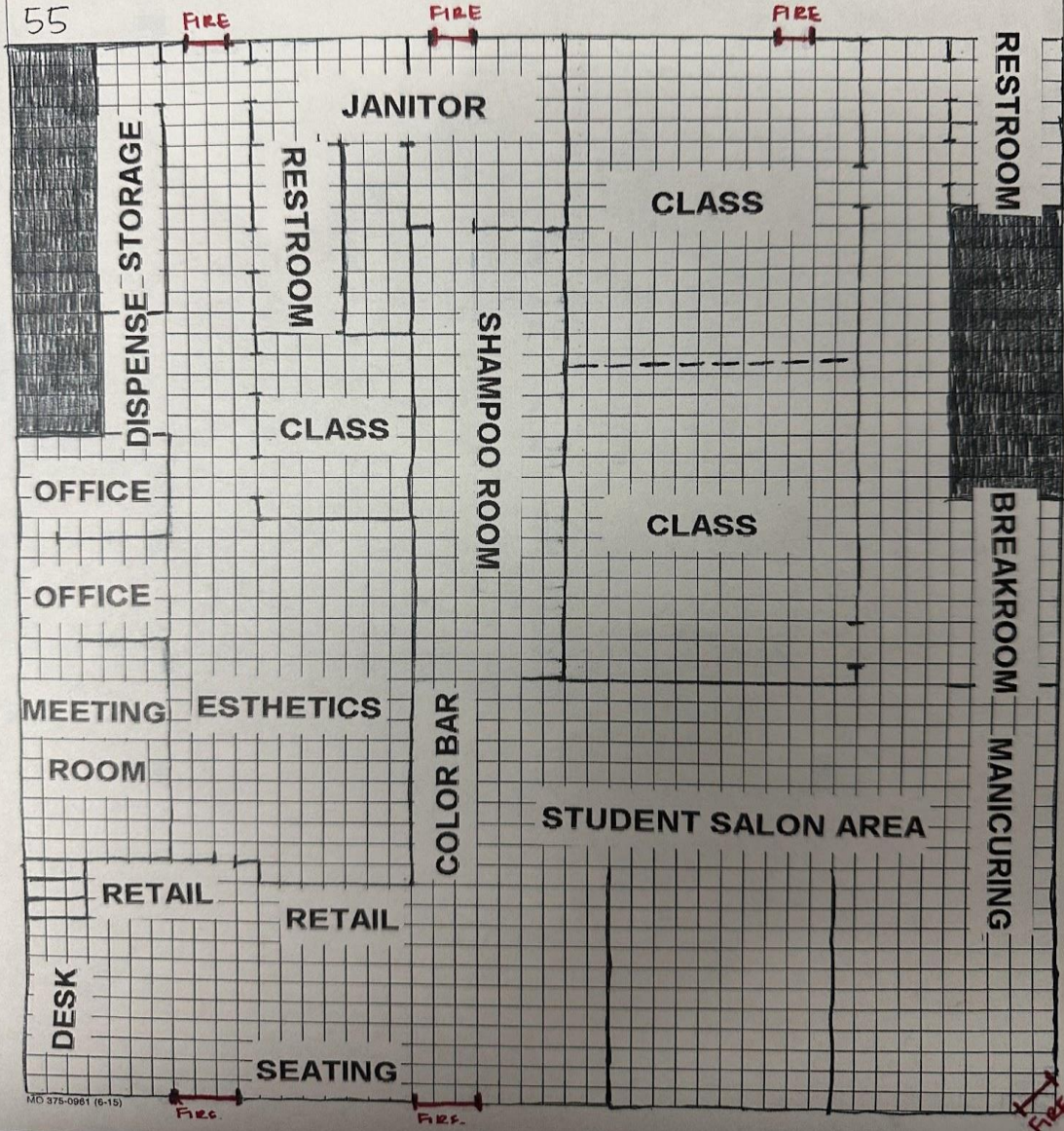
SQUARE FOOTAGE OF COSMETOLOGY SCHOOL (2,000 SQ. FT. MINIMUM)

SQUARE FOOTAGE OF MANICURING SCHOOL (1,000 SQ. FT. MINIMUM)

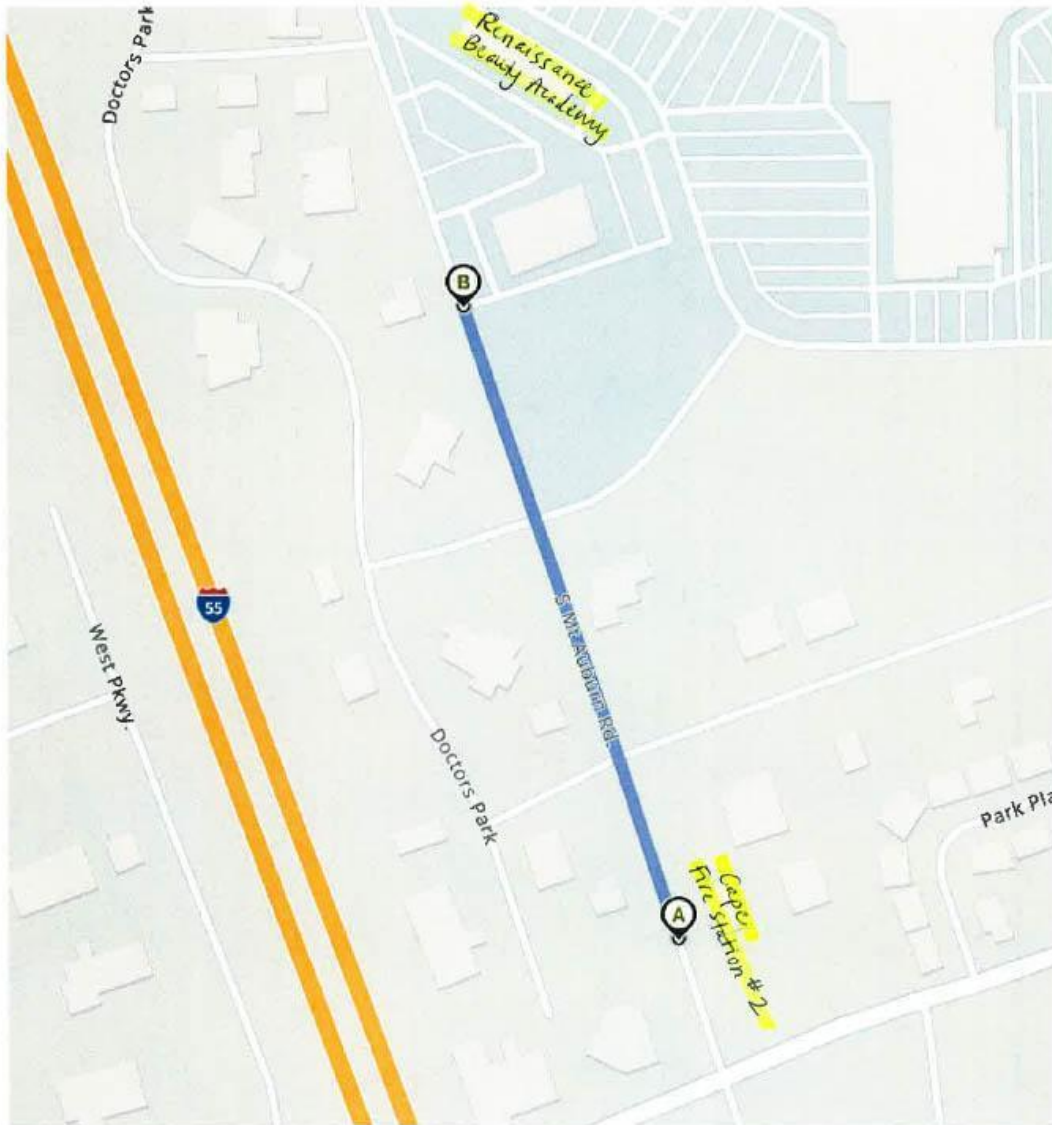
5569

SCHOOL CAPACITY (MAXIMUM NUMBER OF STUDENTS)

55







Cape Fire Station #2  
378 S. Mt Auburn Rd  
Cape Girardeau, MO 63703  
↓

Renaissance Beauty Academy  
269 S. Mt Auburn Rd  
Cape Girardeau, MO 63703

Head toward Blattner Dr.  
on S. Mt Auburn Rd.

Go for 0.3 miles.

**ACCESS POLICY:**

During normal business hours, Renaissance Beauty Academy is open to all students, parents, employees, contractors, clients, guests and invitees. During non-business hours, access to the Academy is by key, if issued. In periods of extended closing, access will only be granted to those issued a key, and who have obtained prior approval. Maintenance personnel are also subject to the above restrictions. Emergencies may necessitate changes or alterations to any posted schedules. Students, Educators and administration staff will be notified via text message. If in lock down mode, the front desk staff will post notices on the front doors (time allowing).

**DRUG AND ALCOHOL POLICY; SUBSTANCE ABUSE RESOURCES:**

Renaissance prohibits the unlawful possession, use or distribution of illicit drugs and alcohol by students and staff on our property or as part of any of our activities. The Academy will immediately contact law enforcement officials to report these activities.

The health risks of the use of illicit drugs and alcohol abuse require providing education and referral for students and staff. Area drug abuse information, counseling, referral and treatment centers information is made available to students and staff members.

The Academy will expel students and terminate staff involved in unlawful possession, use or distribution of illicit drugs and alcohol. The Academy will refer such cases to the proper authorities for prosecution. Students and staff may be reinstated upon completion of an appropriate rehabilitation program.

As a condition of employment, employees must notify the Academy of any criminal drug statute conviction for a violation occurring in the workplace not later than five days after such conviction.

There are serious legal sanctions for illegal use of drugs and/or alcohol. There are serious health risks associated with drug and/or alcohol use. Health risks associated with the use of illicit drugs and the abuse of alcohol: impaired mental and physical health, neurological disease/damage, memory and intellectual performance interference, mental and physical depression, uncontrollable violence, impulsive behavior, convulsive seizures, homicide, suicide, cardiac disease or damage, cardiovascular collapse or heart failure, gastrointestinal disease or damage, ulcers or erosive gastritis, anemia, liver and pancreatic disease, liver failure or pancreatitis, deteriorating relationships, and death.

As a student and/or staff member at the Academy, I understand the Academy's policies as stated above, and recognize their impact on my future at the Academy if I were to be convicted of a drug or alcohol related crime.

Agencies where the student can get assistance are available in this student catalog.

The Drug-Free Workplace Act of 1988, Subtitle D, Section 5152 and the Drug Free Schools and Communities Act Amendments of 1989, PL No. 101-226, require Renaissance Beauty Academy to have in place a Drug and Alcohol Abuse Prevention Program. Students may also seek confidential support through a list of referrals for treatment and rehabilitation centers. This information is available in the Consumer Information that is available in our student catalog and online at [www.renaissancebeautyacademy.com](http://www.renaissancebeautyacademy.com) and posted in various locations in the school should the need arise. During orientation, and with the hiring of employees, this policy is explained thoroughly.

## **SEX OFFENSES, DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT or STALKING**

### **Reporting a Sex Offense, Domestic Violence, Dating Violence, Sexual Assault or Stalking:**

It is the policy of Renaissance Beauty Academy to immediately report any sexual offense to the Cape Girardeau Police Department, whether committed on or off campus. It is imperative that victims of any kind of sexual offense report the crime to one of the Renaissance Beauty Academy security authorities and/or to the Cape Girardeau Police Department.

It is also important to preserve any and all evidence (i.e. clothing, objects and any other biological evidence) for the proof of a criminal offense. When sexual assaults are committed off-campus, persons are encouraged to report to the appropriate law enforcement agency, but a student may elect, instead, to report the sexual assault to one of the campus security authorities. Any assault will be immediately reported to the Cape Girardeau Police Department.

### **Definitions:**

1. "Domestic violence" includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.
2. "Dating violence" means violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such a relationship will be gauged by its length, type, and frequency of interaction.
3. "Stalking" means a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.

### **Steps for Victims of Domestic Violence, Dating Violence, Sexual Assault or Stalking**

1. Tell the first person you see and point out the attacker.
2. Report ASSAULT to the Police.
3. Don't shower or bathe.
4. Preserve as much evidence as possible.
5. Remember all you can about the attacker such as age, height, weight, race, color of eyes-hair-clothes, and type of complexion-pants-shirt-shoes.

### **Steps for Bystanders/Witnesses of Domestic Violence, Dating Violence, Sexual Assault or Stalking**

1. Alert the Police as soon as possible (In emergencies dial 9-1-1)
2. If you may intervene without causing danger to yourself, alert the individual in danger to the situation.
3. Tell the first person you see and point out the situation.

4. Remember all you can about the attacker such as age, height, weight, race, color of eyes-hair-clothes, and type of complexion-pants-shirt-shoes.
5. Report the incident to the campus security officer.

#### **DISCIPLINARY ACTION FOR SEX OFFENSES**

Anyone wishing to report a sex offense to Renaissance Beauty Academy may use the Accident Investigation Report that is included in its Annual Security Report. Sex offenses that are reported to Renaissance Beauty Academy will be investigated and a disciplinary proceeding held within 60 days. Names of both the accuser and accused will be kept confidential during the institutional proceedings; however details of the incident will be reported to the Cape Girardeau Police Department. Tangible evidence and testimony will be considered when determining the appropriate institutional sanctions, if any, that will be imposed. Sanctions may include suspension and even termination from Renaissance Beauty Academy. Both the accuser and the accused will be informed of the outcome of any institutional sanctions. Additionally, both the accuser and the accused are entitled to have others present during a disciplinary proceeding.

#### **DISCIPLINARY ACTIONS FOR SEX OFFENSE CONVICTIONS**

If a student or a staff member is convicted of a sexual offense, regardless of whether or not the action took place on the Renaissance Beauty Academy campus, that individual is subject to disciplinary actions by Renaissance Beauty. Any student or staff member may be subject to sanctions leading up to or including termination if convicted of any sex offense, including rape, acquaintance rape or any other forcible or non-forcible sex offenses. Both the accuser and the accused will be informed of the outcome of any institutional sanctions. Additionally, both the accuser and the accused are entitled to have others present during a disciplinary proceeding.

#### **RAPE AND SEXUAL ABUSE SUPPORT**

At this time, Renaissance Beauty Academy does not have on-campus resources for victims of a sexual assault.

The following organizations are available to the community for assistance:

#### **National Sexual Abuse Hotline**

1-800-656-4673

#### **SEMO NASV**

1-877-820-6278

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

1-800-799-7233



## **REGISTERED SEX OFFENDERS**

In accordance to the Campus Sex Crimes Prevention Act of 2000 (CSCPA), which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Cleary Act and the Family Educational Rights and Privacy Act of 1974 (FERPA), the state of Missouri is required to provide information as to the location, enrollment and/or employment of a sex offender at a post-secondary institution to local law enforcement authorities. is required to inform both staff and students of resources where this information can be found. The law also requires sex offenders already required to register in a State to provide notice to each higher education institution in that State at which the person is employed, carries a vocation, or is a student. In Missouri, convicted sex offenders must register with the Missouri State Highway Patrol. A list of all registered sex offenders in Missouri is available from the Missouri State Highway Patrol at [www.msHP.dps.missouri.gov](http://www.msHP.dps.missouri.gov). Click on the Programs/Services tab and scroll down to Sex Offenders Registry.

Renaissance Beauty Academy's campus address is 268 South Mount Auburn Road, Cape Girardeau, MO 63703. Renaissance Beauty Academy is located in Cape Girardeau County.

In order to determine where sex offenders are located, use the following links:

Missouri State Highway Patrol [www.msHP.dps.missouri.gov](http://www.msHP.dps.missouri.gov)

- Programs/Services
- Sex Offender Registry

## **HATE CRIMES**

Renaissance Beauty Academy does not condone violence or hate crimes of any kind. Further, Renaissance Beauty Academy endeavors to safeguard the rights of American citizens that are mandated by the Constitution of the United States, regardless of race, ethnicity, national origin, religion, gender, gender identity, sexual identity, sexual orientation, disability and political or religious beliefs.

## **SECURITY TRAINING**

Renaissance Beauty Academy is actively gathering information in order to provide students with safety and security training. This report will be updated when classes and/or training workshops are acquired. See security tips below.

## **SECURITY TIPS**

### **PERSONAL SAFETY: PROTECT YOURSELF**

Prevention is the best protection against crime.

- Don't dismiss suspicious people or situations.
- Don't put yourself in harm's way; avoid dangerous situations.
- Lock your car doors.
- Use common sense.
- Don't walk alone at night; stay in lighted areas.
- Park your vehicle in lighted areas; lock the doors.
- Keep valuables out of sight; don't tempt a thief.

- Don't give out your keys; they can be copied.
- Report all crimes and suspicious acts.

### **THINGS TO DO TO REDUCE THE RISK**

- Lock doors.
- Avoid out-of-the-way places.
- Vary your routine.
- Learn about friends' attitudes before becoming friendly.
- Watch alcohol intake.
- Leave lights on in rooms.
- Have transportation or use public transportation.

### **AUTO THEFT PREVENTION: SECURING YOUR VEHICLE**

- Always lock your car, even if you're leaving it for a short time.
- Remove the key, and do not keep a spare key hidden somewhere on the frame or body of the vehicle in a magnetic box.
- All windows should be rolled up completely. One slightly open window can render all other precautions useless.
- Park as close to the building as possible when parking at shopping malls or stores.
- Park in well lit areas. When possible park in an attended parking lot or garage. At home, park your vehicle in the garage.
- When parking in a public lot, never tell anyone how long you'll be (including the attendant). If a key must be left with an attendant, leave only the ignition key.
- Don't leave valuables visible in your car. Radios, cameras, packages, etc. attract attention and can tempt thieves to break in. Lock all valuables in the trunk.
- Never leave credit cards, checkbooks, or papers pertaining to the vehicle in the glove box. It could aid the thief in selling your car.
- Do not attach a name tag or plate to your key ring. It could lead a thief directly to your house or car if you lose your keys

### **HEALTH AND SAFETY RESOURCES**

#### **Safe House of Southeast Missouri**

Domestic Violence Treatment  
1810 E Plaza Way  
Cape Girardeau  
MO 63701

#### **Heartland Counseling Center**

Depression, Anger Management, Substance Abuse, Crisis Intervention  
2909 Independence Street  
Cape Girardeau, MO 63703

**National Domestic Violence Hotline**

[www.thehotline.org](http://www.thehotline.org)

1-800-799-7233

**United States National Suicide & Crisis Hotline**

1-800-784-2433

**Mercy Hospital Southeast**

1701 Lacey Street

Cape Girardeau, MO 63701

573-334-4822

**St. Francis Medical Center**

211 St Francis Drive

Cape Girardeau, MO 63703

573-331-3000

**Poison Center**

1-800-222-1222

**Alcohol, Tobacco & Firearms**

1-800-800-3855

**Child Abuse/Neglect Hotline**

1-800-392-3738

**Adult Abuse Hotline**

1-800-392-0210

**CRIME STATISTICS**

Crime statistics include all reports received by the Cape Girardeau Police Department and from the persons designated as Campus Security Authorities for Renaissance Beauty Academy.

**Criminal Offenses - On Campus**

Criminal offense	Total Occurrences on Campus		
	2020	2021	2022
a. Murder/Non-negligent manslaughter	0	0	0
b. Manslaughter by Negligence	0	0	0
c. Rape	0	0	0
d. Fondling	0	0	0

e. Incest	0	0	0
f. Statutory rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	0	0	0
i. Burglary	0	0	0
j. Motor vehicle theft (Do not include theft from a motor vehicle)	0	0	0
k. Arson	0	0	0

#### Criminal Offenses - Public Property

Criminal offense	Total Occurrences on Public Property		
	2020	2021	2022
a. Murder/Non-negligent manslaughter	0	0	0
b. Manslaughter by Negligence	0	0	0
c. Rape	0	0	0
d. Fondling	0	0	0
e. Incest	0	0	0
f. Statutory rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	0	0	0
i. Burglary	0	0	0

j. Motor vehicle theft (Do not include theft from a motor vehicle)	0	0	0
k. Arson	0	0	0

### Hate Crimes - On campus

Criminal offense	Total Occurrences on Public Property		
	2020	2021	2022
a. Murder/Non-negligent manslaughter	0	0	0
b. Manslaughter by Negligence	0	0	0
c. Rape	0	0	0
d. Fondling	0	0	0
e. Incest	0	0	0
f. Statutory rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	0	0	0
i. Burglary	0	0	0
j. Motor vehicle theft (Do not include theft from a motor vehicle)	0	0	0
k. Arson	0	0	0
l. Simple assault	0	0	0

m. Larceny-theft	0	0	0
n. Intimidation	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0

### Hate Crimes - Public Property

Criminal offense	Total Occurrences on Public Property		
	2020	2021	2022
a. Murder/Non-negligent manslaughter	0	0	0
b. Manslaughter by Negligence	0	0	0
c. Rape	0	0	0
d. Fondling	0	0	0
e. Incest	0	0	0
f. Statutory rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	0	0	0
i. Burglary	0	0	0
j. Motor vehicle theft (Do not include theft from a motor vehicle)	0	0	0
k. Arson	0	0	0
l. Simple assault	0	0	0
m. Larceny-theft	0	0	0



n. Intimidation	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0

### VAWA Offenses - On Campus

Crime	Total Occurrences on Campus		
	2020	2021	2022
a. Domestic Violence	0	0	0
b. Dating Violence	0	0	0
c. Stalking	0	0	0

### VAWA Offenses - Public Property

Crime	Total Occurrences on Public Property		
	2020	2021	2022
a. Domestic Violence	0	0	0
b. Dating Violence	0	0	0
c. Stalking	0	0	0

### Arrests - On Campus

Crime	Number of Arrests		
	2020	2021	2022
a. Weapons: carrying, possessing, etc	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

### Arrests - Public Property

Crime	Number of Arrests		
	2020	2021	2022
a. Weapons: carrying, possessing, etc	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

### Disciplinary Actions - On Campus

Crime	Number of Persons referred for Disciplinary Action		
	2020	2021	2022
a. Weapons: carrying, possessing, etc	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

### Disciplinary Actions - Public Property

Crime	Number of Persons referred for Disciplinary Action		
	2020	2021	2022
a. Weapons: carrying, possessing, etc	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

#### Unfounded Crimes

	Number		
	2020	2021	2022
a. Total Unfounded Crimes	0	0	0

# Accident Investigation Report

(Completed by Supervisor of Injured Employee or Student)

<b>Company</b>		<b>Address</b>	
<b>Name</b>	<b>Department</b>	<b>Position</b>	<b>How Long in Position?</b>
<b>Date of Accident</b>	<b>Time of Accident</b>	<b>Nature of Injury</b>	
<b>Accident Resulted in:</b> <input type="checkbox"/> Injury <input type="checkbox"/> Fatality <input type="checkbox"/> Property Damage (specify)			
<b>Medical Treatment</b> <input type="checkbox"/> None <input type="checkbox"/> First Aid <input type="checkbox"/> EMT <input type="checkbox"/> Paramedic <input type="checkbox"/> Doctor <input type="checkbox"/> Clinic <input type="checkbox"/> Hospital			<b>Days Lost Time?</b>
<b>What was the employee or student doing at the time of the accident?</b>			
<b>How did the accident occur (brief description)?</b>			

**What environmental factors (unsafe conditions) contributed to the accident? (see next page for examples)**


**What behavioral factors (unsafe acts) contributed to the accident? (see next page for examples)**


**What corrective actions can be taken to prevent recurrence? (see next page for examples)**


<b>What corrective actions have been taken to prevent recurrence?</b>			
<b>Names of Witnesses</b>			
<b>Supervisor</b>	<b>Date</b>	<b>Reviewed by:</b>	<b>Date</b>