

*Nouvelle Institute*  
*Hialeah Branch*  
**2018**

**Annual Campus Security Report**

Published October 2018

In compliance with the Jeanne Cleary Disclosure of Campus Security Policy and Campus Statistics Act  
Nouvelle Institute is required to distribute the following information to all current and potential students and employees. This report contains the Nouvelle Institute's security policy disclosures and crime statistics for the years 2018,2017, 2016, 2015,2014.Please take a moment to read the following information

## Table of Contents

- Table of Contents.....2
- Crime Statistics.....3
- Reporting Criminal Actions.....4
- Preparing the Annual Crime Report.....5
- Access to the Campus.....5
- Law Enforcement Authority.....6
- Program to prevent crimes.....6
- Violence against Women.....6,7
- Definition of Consent.....7
- Strategies to include training based on the needs of the community.....8
- Information about Risk reduction.....8
- Policies Rules and programs designed to inform students and employees about prevention of crimes on campus.....9
- Emergency Response and Evacuation Drill (Test).....9
- Emergency Contacts.....9,10
- Evacuation in case of Emergency.....11
- Emergency on Campus.....11
- Sexual Assault Policy.....12
- Drugs and Alcohol.....13
- Description of the Institution’s ongoing prevention and awareness campaigns for students and employees.....14
- Alcohol and Illegal Drugs Policy.....15
- Security 101.....15,16
- Reported Crime Statistics.....17

## INTRODUCTION

Each year, by October 1, **Nouvelle Institute** publishes the crime statistics report via individual distribution to students and employees, posting on the bulletin board and posting on the school's internet webpage. Via this report **Nouvelle Institute Branch Campus** has published the Crime statistics report on bulletin Board. See attached Crime Statistics report.

In addition, the report is provided upon request to all prospective students and prospective employees. Such individuals are informed of the report's availability and **Sample Notice of Availability of Annual Security Report**

A copy of **Nouvelle Institute's Annual Security Report** is available for your review. This report includes statistics for the previous two years concerning reported crimes that occurred on-campus; in certain off-campus buildings or property owned or controlled by Nouvelle Institute; and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning sexual assault, and other matters. You can obtain a copy of this report by contacting Financial Aid Officer or by accessing the following web site [www.nouvelleinstitute.com](http://www.nouvelleinstitute.com) given the opportunity to request a copy.

## PROCEDURE FOR DISCLOSURE OF CRIME STATISTICS

### Crime Statistics

The Office of the Director is responsible for collecting all crime reports from campus personnel, students, other persons and local law enforcement agencies surrounding our main campus for inclusion in this annual security report. A formal police report or investigation is not necessary in order for a reported crime to be included in the crime statistics section of the Report. All crimes reported in any calendar year will be included in the crime statistics included in the Report for that calendar year, regardless of the calendar year in which the crime actually occurred.

The crime statistics included in the Report are obtained from reports of crimes occurring for three discrete categories: campus, non-campus buildings or property, and public property.

**Campus** means any building or property owned or controlled by a school within the same reasonably contiguous geographic area used by the school in direct support of or in a manner related to its educational purposes or property within the same reasonably contiguous area that is owned by the school but controlled by another

person, frequently used by students, and supports the school's purposes. Our campus includes the facilities located at

**Main Campus** 3271 NW 7<sup>th</sup> Street Ste 106 Miami, FL 33125

**Hialeah Campus** 500 West 49 Street Hialeah FL 33012

**Public Property** means all public property including thoroughfares, streets, sidewalks, and parking facilities that is within the same campus or immediately adjacent to and accessible from the campus. This does not include, for example, highways that are adjacent to the campus, but that are separated from the campus by a fence or other man-made barrier.

Statistics concerning the number of arrests for on-campus crimes of criminal homicide [including (1) murder and non-negligent manslaughter; (2) negligent manslaughter], sex offenses, including: forcible and non-forcible sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, violations of liquor laws, drug abuse, weapons possession, hate crimes and all other crime categories as outlined by the Clery Act that occurred during the calendar years 2014, 2015, 2016, 2017, 2018 are listed at the end of this report.

Notice the statistics are presented for both the Miami and Hialeah campus uses separately.

Note:

**Nouvelle Institute** does not have dormitories or other residential facilities for students on campus or any non-campus buildings or property

## Reporting Criminal Activities and Emergencies

All individuals are encouraged and requested to report immediately any known criminal offense or other emergency occurring on campus to the School Administration Office at 305-643-3360 (Miami Campus) or 305-557-3017 (Hialeah Campus), dial 9-1-1 (in case of an emergency). For non-emergency situations, you may opt to report the offense on the designated form (Form #202-Incident Record). The form may be requested in the school's Reception Desk.

All individuals are also encouraged to promptly report all crimes to the appropriate law enforcement agencies. The campus administrator will report all known criminal offenses (if not previously reported) to local law enforcement authorities upon receiving the report or upon obtaining knowledge of any criminal offense. Because police reports are public records under state law, Nouvelle Institute does not allow voluntary, confidential reporting of criminal incidents and the school will not hold reports of crime in confidence.

In case of emergency students should dial 911 and then report the crime to the campus director. In cases of non-emergencies students should report all crimes to the campus director.

The campus director will call the appropriate emergency response personnel and report the crime to the students and employees of the institution as appropriate. The campus director keeps a log of all crimes reported.

We encourage students and employees to report crimes promptly. Crimes can be reported confidentially. While on campus or in your daily lives we encourage our students to be vigilant of their surroundings and be responsible for their own security and the security of others.

## Confidential Reporting Procedures

If you are the victim of a crime and do not want to pursue action within the School System or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Director can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the School can keep accurate records of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

## Crimes Reported to Pastoral Counselors and Professional Counselors

The school does not have any policies or procedures that encourage “Pastoral Counselors” and “Professional Counselors” to, at their discretion, inform those they counsel of procedures for reporting crimes voluntarily and confidentially for inclusion in the institution’s annual security report and Web-based report to Education Department.

## TIMELY NOTIFICATIONS OF INCIDENTS

In the event that a situation arises, either on or off campus, that, in the judgment of the Office of the Director, constitutes an ongoing or continuing threat to students and/or employees, a campus wide “timely warning” will be issued. The warning will be issued through printed flyers describing the incident (hand delivered in all classrooms) and posted in all campus bulletin boards. Distributed information includes the nature of the crime, date and time, location, description of parties involved, and any additional details that would benefit members of the community. Also included, is information about the process to be followed for anyone having additional information regarding the incident, and precautions individuals can take to reduce the risk of becoming a victim.

## Preparing the Annual Crime Report

Annually the campus director will accumulate all crimes reported to their office and along with crime reported to the police for the school area and the immediate area surrounding the school where students visit, will accumulate crime statistics and report annually, no later than October 1, to the U.S. DOE.

## Access to the Campus

The campus is open from 9 a.m. to 10 p.m. Monday through Thursday and Friday 9:00 a.m to 4:30 p.m. Is private property and is maintained for the use of the students. Only authorized individuals are allowed on campus. The school reserves the right to ask anyone to vacate the premises at any time.

## Law Enforcement Authority

Local law enforcement has full authority to take any actions on our campus it deems reasonable.

The School does not employ campus security officials. The security of the campus is the direct responsibility of each employee and the campus administrator. School officials have the authority to ask persons for identification and to determine whether individuals have a lawful business at Nouvelle Institute. School personnel have no relationship with any state or local law enforcement agency and have no authority to arrest anyone.

## Programs to Prevent Crimes

To help prevent crimes **Nouvelle Institute** advises all incoming students, and new employees of its crime policy by providing them with a crime report including policies. The report includes information regarding reporting and preventing crime. For your own security, we suggest you take certain actions to help prevent crime including:

- Lock your doors
- Do not drink or do illegal drugs
- Do not leave personal belonging in plain site
- Never walk in the parking lot alone
- Be aware of your surroundings
- Once a year 2 hours with an official police department educate our students and employee to prevent crimes

**Nouvelle Institute prohibits the crime of dating, violence, domestic violence, sexual assault and stalking, as they are defined for purposes of the Clery Act.**

## Violence Against Women – Definitions of:

On March 7, 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013 (VAWA) (Pub. Law 113-4). The HEA defines the new

crime categories of domestic violence, dating violence, and stalking in accordance with section 40002(a) of the Violence Against Women Act of 1994 as follows:

1. **“Domestic violence”** means a “felony or misdemeanor crime of violence committed by—
  - A current or former spouse or intimate partner of the victim,
  - A person with whom the victim shares a child in common,
  - A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner,
  - A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies [under the VAWA],
  - 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”
  
2. **“Dating violence”** means “ 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:
    - The length of the relationship;
    - The type of the relationship; and
    - The frequency of interactions between the person involved in the relationship.”
  
3. **“Stalking”** means “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.”

The definition of **“Consent”** in reference to sexual activity:

“A clear and unambiguous agreement, expressed outwardly through mutually understandable words or actions, to engage in a particular activity.”

### **Consent should not be assumed**

Each of us is responsible for making sure we have consent in every sexual situation. If you are unsure, it is important to clarify what your partner feels about the sexual situation before initiating or continuing the sexual activity. Consent should not simply be assumed by:

- **Body language, Appearance, or Non-Verbal Communication:** One should never assume by the way a person dresses, smiles, looks or acts, that they to have sex with you.
- **Dating relationships or previous sexual activity:** Simply because two or more people are dating or have had sex in the past does not mean that they are consenting to have sex with you.
- **Marriage:** Even in marriage, a person should not assume they have consent for sexual activity. Marital rape is as serious as any other sexual assault.
- **Previous Activity:** Consent to engage in one sexual activity at one time is not consent to engage in a different sexual activity or to engage in the same sexual activity on a later occasion.
- **Silence, Passivity, Lack of Resistance, or immobility:** A person's silence should not be considered consent. A person who does not respond to attempts to engage in sexual activity, even if they do not verbally say no or resist physically, is not clearly agreeing to sexual activity.
- **Incapacitation:** Alcohol consumption or use of other drugs can render a person incapable of giving consent. Alcohol is often used as a weapon to target individuals and is used by perpetrators to excuse their own actions.

**Nouvelle Institute determines the appropriate strategies to include in our training (every six month)based on the needs of our community. Information about risk reduction are presented in a manner that encourages victim blaming .**

**Bystander intervention is defined as safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes**

- *recognizing situations of potential harm;*
- *understanding institutional structures and cultural conditions that facilitate violence (this might include fraternity or sports cultures at some institutions);*
- *overcoming barriers to intervening;*
- *identifying safe and effective intervention options; and*
- *taking action to intervene.*

**Risk reduction is defined as *options designed***

- *to decrease perpetration and bystander inaction*



- *increase empowerment for victims in order to promote safety*
- *help individuals and communities address conditions that facilitate violence.*

**The following is a description of policies, rules and programs designed to inform students and employees about the prevention of crimes on campus.**

- Do not leave personal property in classrooms
- Report to your institutional official, any suspicious persons.
- Always try to walk in groups outside the school premises.
- If you are waiting for a ride, wait within sight of other people
- Employees (staff and faculty) will close and lock all doors, windows and blinds and turn off lights when leaving a room.
- The “*Crime Awareness and Campus Security Act*” is available upon request to students, employees (staff and faculty) and prospective students.
- Sexual assaults (criminal offences) on campus will be reported immediately to the institution’s official, who will report it to (911) emergency and police units. The person who was victimized will be encouraged to seek counseling at a rape crisis center and to maintain all physical evidence until such a time as that person can be properly transported to a hospital or rape crisis center for proper treatment. This institution has zero tolerance of such assault; the violation of this policy by

**EMERGENCY RESPONSE AND EVACUATION DRILLS**

**Nouvelle Institute Hialeah** conducts a **test** of the emergency response and evacuation procedures at least once a year. **The test** is unannounced to the students and takes place at a time when most of the students, faculty and staff are expected to be present on campus. An emergency response log is maintained in the Director’s Office and includes the date, time and whether the Drill was announced or unannounced.

**EMERGENCY LOCATOR INFORMATION  
NOUVELLE INSTITUTE HIALEAH**

<b>NAME</b>	<b>ADDRESS</b>	<b>CITY</b>	
<b>PHONE</b>			
<b>GERARDO VALLEJO (EXECUTIVE DIRECTOR)</b>	<b>888 BISCAYNE BLV APT 4009</b>	<b>MIAMI FL 33132</b>	<b>305 804 2950</b>

<b>IBIS OLIVA (ACADEMIC DIRECTOR)</b>	<b>4505 SW 2ST</b>	<b>MIAMI FL 33155</b>	<b>305 815 8529</b>
<b>SAHILY CORREA (BRANCH DIRECTOR)</b>	<b>5055 COLINS AVE APT 3</b>	<b>MIAMI BEACH FL 33140</b>	<b>305 609 9218</b>
<b>BRISEIS BATISTA (REGISTER)</b>	<b>634 W 35 ST</b>	<b>HIALEAH FL 33012</b>	<b>786 308 9280</b>
<b>YANIDIA DEL TORO (FANANCIAL AID ASSIST.)</b>	<b>4600SW 67 AVE APT 423</b>	<b>MIAMI FL 33155</b>	<b>786 806 6298</b>
<b>ALBA R LOPEZ (ADMINISTRATIVE ASSIST.)</b>	<b>803 NE 199<sup>TH</sup> ST APT 101</b>	<b>MIAMI FL 33179</b>	<b>786 718 9853</b>
<b>BLANCA CASTILLO (MAINTENANCE)</b>	<b>110 E 55 ST</b>	<b>HIALEAH FL 33013</b>	<b>305 333 7915</b>
<b>CARIDAD FREYRE (RECEPTION)</b>	<b>480 E 17 ST</b>	<b>HIALEAH FL 33010</b>	<b>305 978 1135</b>
<b>MAYELIN RUFIN (ADMICION REPRESENTATIVE)</b>	<b>85 W 60 ST</b>	<b>HIALEAH FL 33012</b>	<b>786 356 2166</b>
<b>MAYRA BATLLE (ADMICION REPRESENTATIVE)</b>	<b>2692W 70 ST</b>	<b>HIALEAH FL 33016</b>	<b>786 316 3823</b>
<b>RAFAEL CARRAZANA (INSTRUCTOR)</b>	<b>482 E 17 ST</b>	<b>HIALEAH FL 33010</b>	<b>305 778 7148</b>
<b>MAGDA NUMA GARCIA (INSTRUCTOR)</b>	<b>18254 SW 152 NDPL</b>	<b>MIAMI FL 33187</b>	<b>786 301 9534</b>
<b>SURAMA GONZALEZ (INSTRUCTOR)</b>	<b>17932 NW 78 AVE</b>	<b>MIAMI LAKE FL 33015</b>	<b>786 230 5390</b>
<b>MARITZA SANCHEZ (INSTRUCTOR)</b>	<b>8765 NW 168 ST</b>	<b>MIAMI LAKE FL 33015</b>	<b>786 514 2016</b>
<b>FELIX LANDA (INSTRUCTOR)</b>	<b>1225 W 35 ST APT 57A</b>	<b>HIALEAH FL 33012</b>	<b>305 785 8145</b>
<b>BELKIS HORTA (INSTRUCTOR)</b>	<b>18224 MEDITERRANEA BLV</b>	<b>MIAMI LAKE FL 33015</b>	<b>786 416 4847</b>

## Evacuation in Cases of Emergency

**Nouvelle Institute** will without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless the notification, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

**Nouvelle Institute** maintains evacuation routes at each office and classroom on campus. In case of an emergency, a school official will make an announcement requiring the evacuation of all personnel from campus. In the event of an evacuation students and employees should pick up their personal belongings (keys and purses) and make their way off of campus into the parking lot immediately. More guidance will be provided in the parking lot of the campus.

## Emergency on Campus

In the event of an emergency on or near campus where an evacuation is not possible, a school official (Directors) will make an announcement and provide instructions. Students and personnel should close the door of the classroom and wait for further instructions from school personnel or law enforcement.

## Emergency notification is necessary

Under the *Clery Act*, **Nouvelle Institute** immediately notify the campus community upon **confirmation** (Confirmation means that an institution official (or officials) has verified that a legitimate emergency or dangerous situation exists.) of a significant emergency or dangerous situation occurring on the campus that involves an immediate threat to the health or safety of students or employees. An “**immediate**” **threat** as used here includes an imminent or impending threat, such as an approaching forest fire, or a fire currently raging in one of your buildings. Some other examples of significant emergencies or dangerous situations are:

- outbreak of meningitis, norovirus or other serious illness;
- approaching tornado, hurricane or other extreme weather conditions;
- earthquake;
- gas leak;
- terrorist incident;
- armed intruder;

- bomb threat;
- civil unrest or rioting;
- explosion; and
- nearby chemical or hazardous waste spill;

## Sexual Assault Policy

**Nouvelle Institute** has a zero tolerance policy regarding sexual assaults. 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. Any student or employee engaging in a sexual assault will be immediately removed from campus. The incident will also be reported to law enforcement.

For sexual assaults that occur on campus or involve one of our students report a sexual assault (which can be done confidentially) call 911 immediately. After 911 contact the school director and report the crime. It is important to always preserve evidence for the proof of a criminal offense.

**The Police Department offers sexual assault education and information programs to upon request.** A victim of sexual assault should immediately go to a hospital for medical evaluation and or mental health counseling.

Upon a report of sexual assault, **Nouvelle Institute** will obtain a statement from the accused and accuser and if applicable

1. Provide the same opportunity to both the accused and accuser and/or their representative to be present during any disciplinary proceeding
2. Inform both the accuser and accused of the outcome of any institutional disciplinary proceeding brought alleging a sex offense.
3. Each party is entitled to be accompanied by an advisor of their choice and must spell out the restrictions that will apply to the advisor's participation and that such limitations will apply to all such advisors.
4. The accuser and the accused will receive simultaneous notification in writing, that provides the result of the disciplinary proceeding, appeal procedures, information about any charges to the result, and notification of when the results become final.

5. Impose sanctions following a final determination of an institutional proceeding regarding rape, acquaintance rape, or other forcible or non-forcible sex offenses.

Information concerning registered sex offenders can be found at the Florida Department of Law Enforcement. In addition, recent postings are printed from the agency and placed on bulletin board.

## Drugs and Alcohol

**Nouvelle Institute** has a zero tolerance policy regarding the sale, use and possession of drugs and alcohol on its campus. In addition, **Nouvelle Institute** has an illegal drug testing program whereby students can be tested with or without notice at any time. See our drug testing policy and our drug and alcohol policy and biennial review of our policy.

### **Drug and Alcohol Prevention Program Biennial Review Hialeah Branch Campus 2017-2018**

#### *Drug and Alcohol Abuse Education Programs*

**NOUVELLE INSTITUTE** has been designated as a “Drug and Alcohol Free School,” therefore, all students, faculty, administrators, staff, and support personnel of the School are advised that the unlawful manufacture, distribution, dispensation, possession or use of illicit drugs and alcohol on school property, or as part of any school-related event or activity is **strictly prohibited**, and violations of this policy will result in appropriate disciplinary action, to include suspension or termination of enrollment or employment, and referral to the appropriate local, state or federal agency for prosecution. Florida State law prohibits the possession of alcoholic beverages by persons under age 21. No person may sell, give, serve, or permit to be served alcoholic beverages to a person under 21, and it is unlawful for a person under 21 to misrepresent his or her age in order to obtain alcohol. **Nouvelle Institute** had created as part of our efforts to educate students and employees about the abuse of illicit drugs and alcohol **orientation programs**, the School annually publishes and distributes its “Drug & Alcohol-Free Campus and Workplace Policy.

” This policy clearly enumerates required standards of conduct, legal sanctions (including both State and Federal penalties), health risks associated with the consumption of alcohol and drugs, as well as disciplinary penalties imposed on students and employees for drug/alcohol abuse violations occurring in the campus and/or workplace. Fact sheets and posters about early warnings and guidelines regarding drug abuse are posted. As a condition of employment, employees are required to notify the institution of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.

There are no on-campus drug and/or alcohol abuse counseling, treatment and/or rehabilitation programs available. Off-campus services regarding Drug/Alcohol

Abuse Information and Treatment, Crisis Intervention, counseling and mental health include:

\*Additional places where one can get treatment are listed in the Miami-Dade County telephone directory under the headings "Alcoholism Information and Treatment Centers" and "Drug Abuse and Addiction Information and Treatment."

- ♣ notification of the abuse to the proper authorities;
- ♣ a Leave of Absence from enrollment/employment during which time the individual must consider the responsibilities of his/her enrollment/employment, become free from any dependencies and prove it, and certify that if he/she is reinstated that he/she will no longer participate in abuse activities affecting performance;
- ♣ expulsion or termination will be considered based on the circumstances surrounding the violation. Any action taken by the institution against a violation of the drug-free workplace policy will occur immediately upon the administration obtaining such information. The school will notify the Department of Education within 30 days of an employee or student being involved in any criminal drug statute conviction for a violation occurring in the campus and/or workplace.

## **A description of this institution's ongoing prevention and awareness campaigns for students and employees.**

Primary prevention programs means programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

"Ongoing prevention and awareness campaigns means programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the institution..."

"To ensure that students understand their rights, **Nouvelle Institute** provides age-appropriate training to its students regarding sexual violence.... **Nouvelle Institute** considers educational methods that are most likely to help students retain information when designing its training, including repeating the training at regular intervals (every **six months**)

### **Prevention Programs used:**

1. Victim Support Services 2. Interim Measures 3. Investigation 4. Conduct Hearings 5. Policies 6. Reporting Procedures 7. Confidentiality 8. Coordination with Law Enforcement
2. Workshops, Poster, Infographics

## **SECURITY AWARENESS PROGRAMS**

Nouvelle Institute informs all students and employees of security procedures and practices in the school by publishing this Report annually. Periodically during the

academic year, the School Administration, in cooperation with local law enforcement agencies, present crime prevention awareness sessions on sexual assault (i.e., rape and acquaintance rape), drug and alcohol use, theft, and vandalism, as well as educational sessions on personal safety and security on campus. In addition to seminars, information is disseminated to students and employees through crime prevention awareness packets and/or brochures, security alert posters, displays and videos. 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

## MONITORING OF CRIMINAL ACTIVITY OFF-CAMPUS

There are no recognized off-campus student organizations; therefore there is no policy for the monitoring and recording of criminal activity in which students engaged at off-campus organizations

## ALCOHOL AND ILLEGAL DRUGS POLICY

**NOUVELLE INSTITUTE** has been designated as a “Drug and Alcohol Free School,” therefore, all students, faculty, administrators, staff, and support personnel of the School are advised that the unlawful manufacture, distribution, dispensation, possession or use of illicit drugs and alcohol on school property, or as part of any school-related event or activity is strictly prohibited, and violations of this policy will result in appropriate disciplinary action, to include suspension or termination of enrollment or employment, and referral to the appropriate local, state or federal agency for prosecution. Florida State law prohibits the possession of alcoholic beverages by persons under age 21. No person may sell, give, serve, or permit to be served alcoholic beverages to a person under 21, and it is unlawful for a person under 21 to misrepresent his or her age in order to obtain alcohol.

## SECURITY 101: The Short Course

While police and school staff are responsible for ensuring that our campus is as safe as possible, the primary responsibility for crime prevention and personal safety rests with each individual

### Personal Safety in Your Car

- Always keep your car doors locked.
- Never give strangers a ride.
- Check the back seat before entering a car.
- Keep your vehicle properly maintained and have at least a quarter-tank of gas.
- Put valuables in the trunk, not on the seats.
- Always carry change for a phone call.
- Always have a good spare tire and a jack.
- If you break down, wait with your vehicle, and ask a passerby to call AAA or the police. Don't accept a ride with a stranger.
- If you feel that you're being followed, drive toward a well-lit public area, preferably a police station.

- Keep a copy of your vehicle registration in your vehicle; keep the original at home.

### Personal Safety at Home

- Keep shades down, and windows and doors locked.
- Use your peephole before opening the door.
- Take a self-defense course and maintain proficiency.
- Don't leave a spare key outside.
- If you receive an obscene phone call, hang up immediately.
- Use only initials on mailboxes and in telephone directories.
- Make sure the exterior of your home is well lit.

### Personal Safety Away from Home

- Walk, exercise, and park in well-lit areas.
- Avoid walking or exercising outdoors alone.
- Carry your keys in hand so that you're ready to enter your car or building.
- Be aware of your surroundings and the people around you.
- Don't wear excessive amounts of jewelry.
- Use a waist pack rather than a purse.
- Be careful when patronizing ATMs; avoid ATMs in secluded or dark locations.
- Avoid working or studying after hours in public areas.

### Anti-Theft Tips

- Lock your office when it is unoccupied.
- Do not prop doors open.
- Do not give your keys to any unauthorized person.
- Anchor valuable office equipment.
- Keep personal valuables secured.
- Don't leave personal valuables unattended.
- Maintain on file serial numbers of all equipment.
- Copy all important papers and cards that are in your purse or wallet.

## What should the goals of our program be?

1. Decrease sexual assaults on campus
2. Increase helping behavior

Other people involved

- Senior administrators • Staff • Faculty • Parents • Students



## Reported Crime Statistics

(Attached)

### Nouvelle Institute Hialeah Branch

500 West \$9 Street 2<sup>nd</sup> Floor

By: City Of Hialeah

Hialeah FL 33012

Record Unit 201 Palm Ave Hialeah

305-557-3017

305-883-5825

<u>Criminal offense</u>	Total occurrences on Public Property		
	2016	2017	2018
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	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	0	0	0
k. Arson	0	0	0

### Total occurrences On Campus

Crime	2016	2017	2018
a. Domestic violence	0	0	0
b. Dating violence	0	0	0
c. Stalking	0	0	0

