

Holy Apostles College & Seminary

Annual Security Report

Includes the 2026 Survey Information

The Annual Security Report fulfills important Clery Act and State of the Connecticut requirements for publication and access of campus safety statistics.

This document includes both the Safety and Securities Operations Plan and the 2025 Safety and Security Survey data provided to the Department of Education.

HOLY APOSTLES COLLEGE & SEMINARY

2025/2026



Safety and Security Operations Plan

EMERGENCY RESPONSE MANUAL



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Holy Apostles College and Seminary (HACS) is inspired and guided by the missionary charism of its sponsor, the Society of the Missionaries of the Holy Apostles (MSA), as well as by the founder and co-founder of the MSA, Fr. Eusebe Menard O.F.M., and Mr. Hector Durand.

Vision

The Apostles, with their central focus on Jesus Christ and evangelical outlook, inform and shape HACS's vision: "Cultivating Catholic Leaders for Evangelization."

Mission

Holy Apostles College and Seminary forms and educates its students—laity, seminarians, clergy, and religious—as missionary disciples, servant leaders, and "co-workers in the vineyard."

Cleary Brief and Reporting Statement

History of the Clery Act

* The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1990 (34CFR668.46), also known as the "Clery Act", is a federal law that requires colleges and universities to disclose information about crime on and around their campuses. The act is named in memory of Jeanne Clery, a 19-year-old Lehigh University freshman who was assaulted and murdered in her residence hall on April 5, 1986. This report has been prepared to meet the requirements of this act.

Clery Reporting

HACS prepares and publishes the annual Clery report on campus crime statistics. The reports are published and distributed annually and posted digitally on the college website for public disclosure. HACS is responsible for collecting statistics, identifying crimes, reporting crimes to the FBI and the Department of Education, and publishing statistics per federal law.

Campus Safety

MISSION STATEMENT

HACS aims to build relationships within the campus and surrounding community, and it is dedicated to providing a haven for Faith and Learning. This goal is accomplished by providing fair, honest, and impartial service to the college community and those who visit.

VALUES

Values are ethical statements of the principles that bind us as an organization. Values form the ethical basis for our decision-making. As a group and an organization, we subscribe to these values:

- **Integrity:** basing our decisions on what is legally and ethically right, safeguarding the legal rights, privileges, and dignity of all people.
- **Trust:** maintaining the highest level of trust and honesty with those we serve by holding ourselves to the highest standards of performance.
- **Commitment:** exhibiting the spirit of determination and dedication that leads to professionalism and the achievement of excellence in every endeavor.
- **Courage:** sustaining the mental, moral, and physical strength necessary to carry us through the challenges of maintaining a safe environment.

Mutual Aid Agreement between HACS and Cromwell Police Department

Procedures for the Reporting of Criminal Offenses:

To report a crime, contact Campus Facility/Safety at (860)632-3017 (non-emergencies), dial 911 (emergencies only), or use the telephones located in the Halls.

Our Plan for Safety and Compliance

This Plan serves as a reference regarding actions to take in the event of an emergency at Holy Apostles College & Seminary. It is not intended to be a comprehensive crisis management plan.

Most of the year, the Holy Apostles campus consists of non and non-

residential faculty and staff, and students, as well as faculty who are present during and after business hours. Even during the summer months, some of these groups may reside on campus. The Holy Apostles Administration intends to keep our community of people safe and recognizes that doing so requires not only clear institutional policies and procedures but also the cooperation of all connected with the Holy Apostles community and operations.

This guide includes several important safety issues. The topics are arranged alphabetically and do not indicate frequency or prediction of occurrence. Categories include Active Shooter Incident, Crime in Progress, Emergency Supply Kit, Fire, Gas Leak, Hurricane, Power Outage, Serious Injury, and Bad Storm/Tornado. The Holy Apostles Staff will continue to update the guide as it becomes apparent and necessary.

Before these urgent categories, there are some general guidelines that we urge you to follow:

- **First**, take these emergency procedures seriously. Although our campus is located in a middle-class residential area, we are not immune to dangers.
- **Second**, please keep your doors locked at night and when you leave your residence.
- **Third**, if you see something unusual, say something!
- **Fourth**, please keep your peers safe by always keeping a watchful eye out. There are both poorly lit areas on campus and areas open to the public and to strangers. There is no better deterrence to danger than being aware.

1. Emergencies

Utilities

THE FOLLOWING ARE CONSIDERED UTILITY EMERGENCIES:

- Water Leak
- No Heat
- Hazardous Materials (not within proper storage)
- Gas Leak
- Power Outage
- Sewer Back-Up
- Failure of IT/Phone Systems

Administrator's Responsibilities:

- Identify the problem and location.
- Notify Campus Superintendent and Security
- Confer with the Campus Superintendent to determine loss and actual/potential property damage and subsequent actions.
- Notify faculty, staff, and students of the incident(s) and expectation of the resumption of normal services.
- If a gas odor is detected, call 911.
- If necessary, order the evacuation of the affected building
- If a gas leak is suspected, avoid using two-way radios, the PA system, and fire alarms.

HAZARDOUS CHEMICALS/MATERIAL

Chemical Spills

The person who discovers the hazardous materials spill is to follow this procedure:

- Call the Fire Department at 911.
- Provide the Fire Department with pertinent information, such as the location of the spill, characteristics of the spill, injuries, if any, and any other important information.
- Notify an administrator/security/campus superintendent.
- Alert others nearby to leave the immediate area of the spill.
- Close windows and doors. Restrict access.
- Determine what, if any, emergency procedures are to be activated.
- Ventilation systems are to be turned off to prevent the distribution of hazardous gases/fumes.
- If evacuation is ordered, stage people in an area that is upwind/uphill from the incident.
- No one is to return to the building or area until the proper authorities have determined that it is safe to do so.

2. Accidents and Medical Emergencies

When someone on campus is injured as a result of an accident or medical emergency, school administrators and other staff and faculty members should act promptly and in a calm manner.

The following are guidelines to be followed in such an instance:

Administrator and Staff/Faculty Responsibilities:

- Immediately call 911.
- Report to the scene. Secure and isolate the area.
- If the scene is determined to be not safe (downed wires, risk of shock, etc.), wait for the Police/Fire Dept/EMS.
- If there is a medical professional (MD, PA, RN, etc.) on campus, notify them.

- Attending school personnel should direct arriving emergency responders to the injured person's location.
 - Provide Police and EMS emergency information.
 - Ensure that the injured party is accompanied to the hospital by an appropriate individual.
 - The injured person is not to be left alone at any time.
 - Notify the Rector's Office, the Campus Superintendent, and Security.
-
- The Rector's Office, the Dean of Men/Dean of Women, or the Academic Dean should notify the designated emergency contact of the injured person.
-
- Make a detailed written report of what occurred.

IF CARDIAC ARREST IS SUSPECTED:

- Locate and obtain the closest AED (automated external defibrillator)
- Have staff trained in first aid/CPR respond to the scene.
- Stabilize the victim and administer first aid if needed.
- Remain with the victim until the arrival of EMS/FD/Police

EMERGENCY PLAN FOR DIABETICS:

Signs and symptoms of diabetic emergency:

- Low blood sugar (hypoglycemia): Sweating, shakiness, weakness, dizziness, anxiety/nervousness, headache, fast heartbeat (tachycardia)

- High blood sugar (hyperglycemia): Thirst, hunger, blurred vision, nausea, frequent urination, drowsiness, itchiness.

Action plan for diabetic emergency:

- Have the victim test their blood sugar, if possible.
- Allow victim to have sugar snack or drink if alert and conscious, if low blood sugar is suspected.
- Check for breathing and give emergency aid, if trained.
- Call 911 if victim is unresponsive or appears to be getting worse. DO NOT GIVE ANYTHING ORALLY IF THE VICTIM IS UNABLE TO SWALLOW.

EMERGENCY PLAN FOR SEVERE ALLERGIC REACTION:

Signs of an allergic reaction:

- Mouth: Itching/swelling of lips, tongue, or mouth.
- Throat: Itching and/or sense of throat being tight/constricted, hoarseness, cough.
- Skin: Hives, itchy rash, and/or swelling of face or extremities.
- Gut/GI/Stomach: Nausea, vomiting, abdominal cramps, diarrhea.
- Lungs/Breathing: Shortness of breath, repetitive coughing, wheezing.
- Heart: Weak pulse or unconscious.
- Anaphylaxis (anaphylactic shock): Defined as allergic symptoms occurring in more than one part of the body. Onset is rapid and may cause death. Symptoms may include itching, hives, swelling of the throat, difficulty breathing, and/or loss of consciousness.

Action plan for severe allergic reaction:

- Administer EpiPen (epinephrine for injection) if available and trained to do so.

- Call 911, whether or not an EpiPen is administered. When speaking with emergency personnel, indicate if an EpiPen was administered.
- If trained in administration of EpiPen-remember proper procedure and DO NOT place thumb over end of pen while injecting.

EMERGENCY PLAN FOR SEIZURE DISORDER:

Signs and symptoms of a seizure:

- Fixed stare; not responding when spoken to; unable to focus on those around him/her.
- Unexpected or sudden cry or yell; gurgling, drooling or grunting noises.
- Thrashing or jerking movements; shallow breathing; temporary loss of consciousness.

Action plan for seizure disorder:

- Clear the area around the victim of harmful/hazardous objects.
- Protect the victim's head.
- Do NOT restrain.
- Do NOT put anything in the victim's mouth.
- Note how long the seizure lasts.
- Position the victim on their side once the seizure is over.
- Call 911 if deemed necessary. Necessary conditions for calling 911 include but are not limited to the following: No previous experience of seizure in the victim; the person has difficulty breathing or waking after the seizure; the seizure lasts longer than 5 minutes; the person has another seizure soon after the first one; the person is injured during the seizure; the seizure happens in water; the person having the seizure has health conditions like diabetes, heart disease or is pregnant.

3. ARMED SUBJECT/ACTIVE SHOOTER/HOSTAGE SITUATION

Universal Procedures:

1. Immediately call 911.
2. Give accurate information to the Police, such as the following:
 - Where on campus and around or in what building is the incident occurring?
 - How many people are involved (include the total number of hostages/victims and perpetrators)?
 - Have the perpetrators made any demands? If so, what are they?
 - Is anyone injured?
 - If the perpetrator is on the move, where were they last seen, and what was their direction of travel?
3. Give any assistance that is possible and appropriate.

Administrator's Responsibilities:

- Immediately declare a lockdown and call 911.
- Escort any students, staff, or others to the safest location possible.
- Await the arrival of emergency responders.
- Assist as needed, using best judgment.
- Activate the emergency notification app to send out messages to the entire Holy Apostles community.
- Coordinate with the Cromwell Police Department and EMS personnel.

Faculty/Staff Responsibilities:

- Follow the "Universal Procedures" listed above.

- Initiate lockdown procedures for your classroom or office.
- Do not attempt to contact the main office/Administration unless you have pertinent information to provide or require immediate medical attention for yourself and/or others.
- Await further instruction from Administration, Security, or the Cromwell Police Department.

IF PERSONALLY CONFRONTED BY AN ARMED SUBJECT OR ACTIVE SHOOTER:

1. If you are in a common area of any on-campus building and find yourself unable to safely and quickly exit the building, your best course of action is to HIDE! Do your best to get yourself and anyone else present into a classroom, office, bathroom, closet, or another room. Try to find a lockable room and lock the door once you have entered it. If a room is unavailable, use items like furniture, desks, and the like to hide behind or under. Remain as quiet as possible. Everyone should put their cell phones on silent. Remain vigilant in listening for the perpetrator's movements and for safety instructions from responding emergency personnel.
2. If you find that you cannot hide or flee, or if your hiding space becomes compromised, as a last resort, you must FIGHT! Do your best to disarm, distract, dissuade, or disable the perpetrator by striking them with available, large, solid objects (e.g., chairs, books, electronic equipment, or backpacks). As a last resort, use your hands, fists, arms, legs, and feet or anything else available to attempt to subdue the perpetrator.

4. LOCKDOWN PROCEDURES

Upon notification or by personal observation that an imminent emergency or threat to bodily safety exists (in other words, “a clear and present danger”), it may become necessary for an Administrator or a Faculty/Staff Member (if an administrator is not present/available) to issue a lockdown order at Holy Apostles College & Seminary.

FACULTY/STAFF RESPONSIBILITIES:

When a lockdown order is issued, faculty and staff should immediately initiate the following procedures:

- If there is not an immediate threat to your or your students/co-workers' safety, quickly check the area outside of your classroom or office (e.g., bathrooms, hallways, etc.) to ensure that there are no people without a safe place to secure themselves. Escort any students, staff, and faculty into your classroom, office, or another secure area.
- Make certain that 911 and law enforcement have been notified.
- Lock and secure classroom/office windows and doors.
- Turn off all interior lights, including electronic equipment such as computer monitors and the like.
- Everyone should turn their cell phones and similar items to SILENT.
- No one is to make a phone call unless a responsible party truly NEEDS to contact the Police or Administration/Security.
- Do not continue with teaching or other similar activities for the entire duration of the lockdown. Remain alert, vigilant, and SILENT.
- Make sure that no one in your office or classroom is in the “line of sight” of any windows or doorways.
- Do not unlock or open doors. Remain in the secured room. The proper authorities will have keys to enter the room.
- Unless one sees or otherwise senses flame or smoke, or unless told to do so by an Administrator/Security or Police/Fire Department, ignore any fire

alarms and disregard any other bells or alert sounds. Remain in the secure area.

- No students are allowed to enter or exit classrooms or other school buildings unless directed to do so by the police or school administration/security.
- At all times, do your best to maintain calm and silence. Wait for an “ALL CLEAR” from an Administrator or the Cromwell Police Department.

Faculty/Staff assigned to the refectory (cafeteria) or other large, open space when a lockdown order is issued should perform the following, if possible, in addition to the procedures listed above:

- Use a megaphone or a loud voice to announce the lockdown.
- Move others and self into a designated safe area.
- If unable to move others, order them to DROP and take cover beneath tables, chairs, appliances, etc.

Administrators, Faculty/Staff and other responsible parties engaged in activities outdoors are to adhere to the following guidelines when a lockdown order is issued:

- Immediately cease all outdoor activities.
- Do NOT attempt to move others or yourself inside a campus/school building.
- FLEE the campus to another location where you will have more cover.
- Call 911 and provide the Cromwell Police Department with your location.

IMPORTANT: During a lockdown, only members of law enforcement should be present in hallways and other common areas inside and outside campus/school buildings. All other persons, including Administrators, faculty/staff members, unarmed security officers, and visitors, must follow the above procedures until the scene is rendered safe and wait for instruction from law enforcement officials.

- If told to evacuate, those inside buildings or hiding in other areas should exit with their hands raised or as otherwise instructed by law enforcement.
- At all times, remain as calm as possible. Always use common sense.

5. SECURING THE CAMPUS

There may be times when the police are involved in resolving an incident within proximity to the Holy Apostles campus that does not present an immediate or imminent risk to those on-campus. However, during such a time, it may be necessary for Holy Apostles to ensure that campus buildings and those on campus are secure and may, therefore, issue an order to secure the campus. Examples of why this may happen include, but are not limited to: A dangerous animal near or on the campus, an active burglary or robbery near the school, or a suspect fleeing from the police. This is NOT a lockdown.

An Administrator and/or the Cromwell Police Department will give the “All Clear” following the resolution of the incident.

ADMINISTRATOR’S RESPONSIBILITIES DURING A “SECURE THE Campus” EVENT:

- Issue and communicate a “Secure the School” order to staff/faculty and students.
- Direct those engaged in outdoor activities to cease and go inside, in other words, a “reverse evacuation”.
- If the notice of an incident has not originated from the police, notify the Cromwell Police Department.
- Notify the Campus Superintendent and Security if they are not already aware of the incident.
- Do not permit anyone to exit school buildings.

- Once everyone is inside, do not permit anyone to enter school buildings, with the exception of other administrators, security, and emergency responders (PD, FD, EMS).
- Faculty may continue with teaching and formation activities during such an event.
- Continue to monitor the situation and adjust the school's response accordingly.

FACULTY/STAFF RESPONSIBILITIES:

- Immediately cease any activities outside.
- Initiate a "reverse evacuation" by directing students and others to go inside a secure school building.
- Educational and formational activities may continue indoors.
- Continue to remain alert to the possibility that the situation may develop or resolve and require you to alter your activities.

6. SEVERE WEATHER PROCEDURES

Decisions about how to proceed with school activities in the event of severe weather are to be determined by the office of the President/Rector or his designee (e.g., Vice-Rector, Academic Dean).

Examples of severe weather and its implications follows:

- Severe Thunderstorm: Severe thunderstorms can produce heavy rain, frequent lightning, hail, and damaging winds.
- Lightning: When lightning is present or forecasted with significant probability, all outdoor activities must go inside.
- Tornado: A severe thunderstorm has the ability to make conditions favorable for a tornado to form.
- Winter Storm: Significant wind and snowfall may occur, making conditions dangerous for those outside.

- Winter Weather Advisory: This may cause conditions expected to produce significant inconveniences and hazardous conditions.
- Flood: Heavy rain may cause flooding conditions on roads and rivers.
- Extremes of Hot and Cold Weather: Best judgment is to be used in order to limit exposure to extremes in outdoor temperature.

ADMINISTRATOR'S RESPONSIBILITIES:

- Monitor local media for developing severe weather conditions.
- Direct faculty/staff and students to proceed to identified severe-weather shelter-in-place areas.
- If an injury or other medical emergency occurs, call 911.
- If damage occurs to a building, order that building evacuated and prohibit others from entering the area of the damaged building.
- Once the severe weather has passed and there is the likely expectation that it will not return, issue an "all clear" to those on campus.

FACULTY/STAFF RESPONSIBILITIES:

- If outdoors, immediately escort others and yourself to go indoors.
- Remain alert for any directions from an administrator.
- Be prepared to shelter in place.
- Account for all of those who should be with you.
- If there is anyone missing, notify an administrator.
- Make sure all windows and doors are closed in the room you are in. Do not lock any doors.
- If there is an injury or other medical emergency, call 911.
- Await further instructions from an administrator.
- Be prepared to evacuate the building should it become necessary.
- Once an administrator gives the "all clear" announcement, resume normal activities.

7. UNIDENTIFIED PERSON/TRESPASSER ON CAMPUS GROUNDS

A trespasser/unidentified person on school grounds may be defined as an individual or group of individuals, including students/employees who had been previously expelled/fired, found on the school campus without permission. This definition also includes those who are found to be in areas where they do not have the proper authorization to be present.

ADMINISTRATOR'S RESPONSIBILITIES:

- Identify the problem and location.
- Try to identify the individual(s) involved.
- Contact Security.
- If the trespassing involves a residence of students on-campus, contact the appropriate Dean (Dean of Men, Dean of Women).
- If deemed necessary, contact the Cromwell Police Department.
- If there is any reasonable doubt as to the mental/emotional stability of the trespasser(s), err on the side of caution and contact the police immediately.
- If it seems safe to do so, approach the trespasser(s) and try to determine their reason for being on school grounds. Ask for identification. In such an encounter is to be pursued, it is always best to have another person with you.
- The person may say that they are looking for a student or other person on campus. In such an instance, use common sense in evaluating the person's affect and general presentation in determining the prudence of connecting them with the person they are looking for.
- If you are not comfortable with connecting the person with the student or staff/faculty they are looking for, ask them to leave.
- If the person cannot convey a valid, reasonable cause for their presence, ask them to leave.
- If the person refuses to leave, contact the police and ask them to escort the individual off campus.

- Notify the appropriate parties (Rector's Office, Security) once the issue is resolved.

8. PROCEDURES FOR DEATH ON-CAMPUS

(Death caused by natural occurrence, accidents, homicide, suicide)

Administrator's Responsibilities:

- Identify the problem and location.
- Secure the area. No one should enter the area until law enforcement/EMS arrives.
- Call 911.
- Notify the Rector's Office, Security, and others as needed.
- Survey the scene without disturbing the environment or the placement of any object or the deceased. Note anything out of the ordinary and determine if there is likely a suspect on the loose.
- If you believe that there has been foul play and that there is a suspect on the loose, immediately issue a lockdown order.
- If you determine that the likely suspect is present and not on the loose, attempt to detain and isolate the suspect.
- Assist the police in locating and identifying any suspects, victims, and witnesses.
- Provide the police with any required information.
- If needed, initiate the provision of support services for those affected by the incident.

Faculty/Staff Responsibilities

- Identify the problem and the location. Secure the area.
- Call 911.
- Notify an Administrator and Security.

- Remove others from the area.
- Wait for the police to arrive. Cooperate with law enforcement as necessary.

9. WEAPONS ON HACs PROPERTY

The following procedures are to be followed in the instance that there is a person on-campus with a deadly weapon who is unauthorized to possess/carry it.

ADMINISTRATOR'S RESPONSIBILITIES:

- Order a lockdown if the situation poses an immediate threat.
- Call 911.
- If a weapon is found, do not touch it. Isolate the area.
- If there is reasonable cause to conduct a search for a weapon, ask for assistance from the Cromwell Police Department and/or security.
- Notify the Rector's Office, Security, and any other appropriate parties.

FACULTY/STAFF RESPONSIBILITIES:

- If confronted with a threat, take appropriate action. If necessary, initiate a lockdown order.
- Call 911.
- If a weapon is found, do not touch it. Isolate the area.
- Direct others away from the area.
- Notify an Administrator.
- Await further instructions from an administrator/security.

10. PROCEDURES IN THE EVENT OF FIRE/ARSON

ADMINISTRATOR'S RESPONSIBILITIES:

- If fire or smoke is detected, evacuate the affected building by activating the fire alarm.
- Call 911. Provide the dispatcher with any important information, including location of the fire.
- Use your best judgment in attempting to extinguish the fire with a fire extinguisher.
- Ensure that the school building is completely evacuated.
- Notify the Rector's Office and the Campus Superintendent.
- Issue an "All Clear" when appropriate.

FACULTY/STAFF RESPONSIBILITIES:

- If fire or smoke is detected, close classroom/office doors.
- Call 911. Provide the dispatcher with any important information, including the location of the fire.
- Be prepared to assist those with disabilities.
- Escort and evacuate yourself and others to the staging area indicated for your building.
- Use your best judgment in attempting to extinguish the fire with a fire extinguisher.
- Report anyone who appears to be missing to an administrator.
- Wait for the "All Clear", which will be issued by an administrator or the fire department, before returning to the building.

DROP-COVER-HOLD

Employ the following procedures, considered an emergency crisis response, in the event of flying debris due to severe weather, an active shooter when there is no other means of recourse to a secure area, or during an earthquake.

INDOOR PROCEDURES:

- Drop to the floor.
- Take cover by getting under a sturdy table, desk, or other furniture. As a last resort, cover your face and head with your arms.
- DO NOT use an elevator to evacuate an area.

OUTDOOR PROCEDURES:

- Move away from buildings, electrical wires, telephone poles and streetlights.
- Drop to the ground.
- Cover your face and head with your arms.
- If the event is an active shooter or other threatening individual(s) on campus, take cover by hiding in brush or in the woods. In other words, flee the campus proper.

11. BOMB THREATS AND OTHER THREATS RECEIVED BY PHONE

ADMINISTRATOR'S RESPONSIBILITIES:

- If you are the one to take the call where the threat is made, note the following:

Date:

Time:

Time caller hung up:

Number on caller ID, if any:

What number did they call?

Where is the bomb?:

Who put it there?:

What kind of bomb is it?:

What will make it explode?:

When is it set to go off?:

Why was the bomb placed there?:

Ask the caller their name:

Background noise, where does the caller sound like they are:

Estimated age of caller:

Perceived sex of caller:

Describe the voice:

Did the caller have an accent? If yes, what type:

Does the voice sound familiar:

If yes to above, who does the voice sound like:

Did the caller sound inebriated, on drugs, angry, sad, laughing, etc.:

Was the caller coherent:

Anything else of note:

- If you are not the person who took the call, review the content of the call, as outlined above, with the person who took the call.
- Call 911 and notify the Cromwell Police Department.
- Follow the directions of law enforcement officials as to how to proceed with addressing the threat.
- No one is to resume normal activities until law enforcement gives the "All Clear".

FACULTY/STAFF RESPONSIBILITIES:

If you are not an administrator and receive the threat, take notes, as listed above, and then notify an administrator.

12. PROCEDURES FOR APPARENT DRUG OVERDOSE

ADMINISTRATOR AND FACULTY/STAFF RESPONSIBILITIES:

- Ensure that the individual experiencing the overdose is breathing. If the person is not breathing, those trained are to ensure that CPR is performed until the arrival of emergency medical personnel.
- Call 911. If you are involved in administering CPR, do not stop doing so. Ask someone else, if necessary, to call 911.
- If trained to do so, administer NARCAN Intranasal Spray, located in St. Peter's building, to the individual suspected of suffering from an overdose.
- You DO NOT need to be certain that the overdose is opioid induced in order to use NARCAN. NARCAN will not harm the person if the overdose is due to another type of drug.
- If after the first dose of NARCAN there is little to no improvement, a second dose may be administered.
- Continue to provide CPR and other support, as needed, until the arrival of emergency medical personnel.

13. RABID OR OTHERWISE DANGEROUS ANIMALS ON-CAMPUS

ADMINISTRATOR'S RESPONSIBILITIES:

- Issue an order to all faculty, staff and students on-campus to secure themselves indoors.
- Call 911 and request Animal Control/Police to respond.
- Do not permit anyone to exit school buildings.
- Direct staff and faculty to continue activities indoors as normal.
- It is the administrator's responsibility to notify faculty, staff, and students that the incident has been resolved when Animal Control/Police have determined the campus to be safe.

FACULTY/STAFF RESPONSIBILITIES:

- Immediately end all outdoor activities and direct everyone inside.
- Notify an administrator.
- Take further direction from the administrator in charge of the incident.

Designated Areas of Shelter in the Event of a Weather Emergency

If you are here,

Holy Apostles Chapel

Library

then go to:

Basement

Basement

Education Building
St Peters
Sister's Housing

Ground floor
Basement
Basement

Emergency Supply Kit

Having an emergency supply kit ready to take with you at a moment's notice ensures that you will have necessary supplies in an emergency. Pack supplies in a duffel bag or backpack and keep them in a designated place. Your kit will also come in handy if you must take shelter. This list will help ensure that your kit includes the essentials.

- **Water**

- Pack at least one gallon of water per person per day for at least one day. Store water in unsealed, unbreakable plastic bottles.
- Change water every six months.

- **Food**

- Store at least a one-day supply of non-perishable food.

BOMB THREAT – INCIDENT REPORT

Caller's Voice:

- | | | |
|-----------------------------------|------------------------------------|--|
| ☐ Calm | ☐ Angry | ☐ Excited |
| ☐ Slow | ☐ Rapid | ☐ Soft |
| ☐ Loud | ☐ Laughter | ☐ Crying |
| ☐ Normal | ☐ Distinct | ☐ Slurred |
| ☐ Nasal | ☐ Stutter | ☐ Lisp |
| ☐ Raspy | ☐ Deep | ☐ Deep Breathing |
| ☐ Familiar | ☐ Disguised | ☐ Clearing Throat |
| ☐ Ragged | ☐ Accent | ☐ Cracking Voice |

If voice is familiar, who did it sound like?

Background Sounds:

- | | | |
|--|-----------------------------------|--|
| ☐ Street Noises | ☐ Crockery | ☐ Factory Machinery |
| ☐ Animal Noises | ☐ Voices | ☐ PA System |
| ☐ Clear | ☐ Static | ☐ Music |
| ☐ House Noises | ☐ Local | ☐ Long Distance |
| ☐ Motor | ☐ Booth | ☐ Office Machinery |

Other

Threat Language:

- | | | |
|-------------------------------------|-------------------------------------|---|
| ☐ Foul | ☐ Incoherent | ☐ Well Spoken(educated) |
| ☐ Irrational | ☐ Taped | ☐ Message Read by Threat Maker |
-

Remarks:

Questions to Ask:

1. When is bomb going to explode?
2. Where is it right now?
3. What does it look like?
4. What kind of bomb is it?
5. What will cause it to explode?
6. Did you place the bomb?
7. Why?
8. What is your address?

9. What is your name?

Exact Wording of the Threat:

Sex of caller: _____ Age: _____ Length of Call: _____

Number at which call is received: _____ Time: _____ Date: _____

REPORT CALL IMMEDIATELY TO: _____

PHONE NUMBER: _____ DATE: _____

Your Name: _____ Position: _____

Phone Number: _____

HOLY APOSTLES COLLEGE and SEMINARY

REPORT # _____
ORIGINAL _____
SUPPLEMENTARY _____

INCIDENT/SAFETY REPORT

DATE _____ AREA _____ PAGE _____ OF _____

NAME OF THE PERSON WRITING THE REPORT				Witness		OTHER Witness			
CLASSIFICATION OF INCIDENT: PERSONAL INJURY _____ FIRE ALARM _____ PROPERTY DAMAGE _____ BURGLARY _____ VANDALISM _____ ASSAULT _____ DISTURBANCE _____ UNSECURE AREA _____ PARKING/TOW _____ MEDICAL _____ TRESPASSING _____ OTHER _____									
DATE OF INCIDENT		TIME	LOCATION				Bldg.		
DATE INCIDENT REPORTED		TIME	HOW WAS THE INCIDENT REPORTED-PHONE, RADIO, ETC.						
NAME OF PERSON WHO REPORTED INCIDENT			ADDRESS			#	PHONE ()		
INFORMATION REGARDING PERSONS INVOLVED				CLASSIFICATION: VICTIM #1, WITNESS #2, SUSPECT #3, DRIVER #4, COMPLAINANT #5, OTHER #6					
NAME		PHONE	D.O.B. / AGE	SEX	RACE	ADDRESS, DESCRIPTION		Class	
VEHICLE INVOLVED: CLASSIFICATION: M.V.A. #1, STOLEN #2, VANDALIZED #3, EQUIPMENT STOLEN #4, FIRE #5, OTHER #6 _____.									
REG./STATE	YEAR	MAKE	COLOR	OWNER		ADDRESS		PHONE	CLASS
POLICE NOTIFIED: YES _____ NO _____ NAME/BADGE # _____						CAR # _____			
FIRE DEPT. NOTIFIED: YES _____ NO _____ FIRE Fighter/ _____									
ENGINE NUMBERS:									
PRESIDENT/RECTOR NOTIFIED: YES _____ NO _____ NAME _____						DATE		TIME	
DIRECT SUPERVISOR NOTIFIED: YES _____ NO _____ NAME _____									
CAMPUS SUPERINDENDENT NOTIFIED: YES _____ NO _____ NAME _____									
OTHER PERSONS NOTIFIED: YES _____ NO _____ NAME _____									
DESCRIPTION OF INCIDENT (NARRATIVE): CONTINUE ON ADDENDUM PAGE IF NECESSARY									
SIGNATURE OF THE PERSON REPORTING			DATE	TIME	SIGNATURE OF SUPERVISOR			DATE	TIME

ORIGINAL_____

INCIDENT/SAFETY REPORT (Addendum Page)

PAGE _____ OF _____

DESCRIPTION OF INCIDENT (NARRATIVE): CONTINUED:

30

Holy Apostles College and Seminary

Fire & Life Safety* BE MINDFUL Checklist

Posted; Location: _____ **Date:** _____

EXITS

The exit door does not open easily

The exit door is not marked

Exit door/aisle obstructed

Storage in exit corridors/stairways

Exit doors locked during working hours

The exit sign is not illuminated

Exit sign not directing towards the escape route

Exit sign installation is inadequate

Emergency light not functioning properly

ELECTRICAL

Extension cords used as permanent wiring

Multi-adapter without internal circuit breaker being used

Power strips connected in series

Electrical cords extend through walls and ceilings

The conduit has exposed wire

Electrical panel missing blanks

The electrical panel box is missing a cover

Electrical panel access is obstructed

Electrical cord(s) present a tripping hazard

Fire & Life Safety Inspection Checklist (2)

Electrical outlets within 6' of wet area do not have GFCI protection

Electrical outlet cover missing or damaged

The electrical junction box is missing a cover

Exposed electrical wiring

Use of unapproved foreign electrical adapters that are not UL Listed

BUILDING INTERIOR & EXTERIOR

The fire department connection is not labeled

Fire department connection access obstructed

Post interior valve closed

Guard rails/hand rails missing, damaged, or not secured

Mechanical room not properly identified

The electrical room is not properly identified

Roof access not properly identified

STORAGE

Storage within 24" of the ceiling

Storage within 18" of sprinkler heads

The electrical room is used as a storage room

The mechanical room is used as a storage room

Storage in exit corridors/exit stairways

Fire & Life Safety Inspection Checklist (3)

Excessive storage of combustible materials near open flame, heat/electrical source

Flammable liquids not stored in flammable liquid storage cabinet

Compressed gas cylinder not secured properly

FIRE PREVENTION & DETECTION EQUIPMENT

The fire extinguisher inspection is out of date

The fire extinguisher is not mounted or in a cabinet

Fire extinguisher access obstructed

Sprinkler escutcheon missing

Fire extinguisher damaged/missing pin/missing tamper seal or has it been discharged

Fire alarm panel obstructed and/or damaged

Pull stations obstructed and/or damaged

Smoke/heat detectors obstructed and/or damaged

Smoke/heat detector installation is inadequate

Fire alarm notification device obstructed or damaged

FIRE AND SMOKE SPREAD

Ceiling tiles missing/damaged

Wall/ceiling penetrations not fire stopped

Fire doors blocked open /The fire door does not close or latch properly

Fire & Life Safety Inspection Checklist (4)

Residential Facilities Cooking and Use of Heating Elements

Unauthorized cooking

Warning Signs posted about unattended cooking

Cooking without fire suppression and/or a Hooded fan

Cooking in/on an unapproved burner/heating or cooking device

Unauthorized use of space heaters

Use of unapproved appliances and heaters

*General guidelines and recommendations researched, **Catholic Mutual Insurance** with application at HACs

17. Incident/Event Safety Training Plan

Awareness—This involves taking the time necessary to understand an active shooter or violent/emergency situation. Realizing violent incidents happen to everyday people is the starting point for developing a survival mindset.

Preparation - There is no substitute for preparation. It includes looking at your environment through a survival lens, focusing on the “when it happens” and not the “if it happens” mindset. The “when it happens” scenario is critical in developing effective response strategies.

Rehearsal – It involves practicing your plan. This may include mentally and/or physically walking through your “when it happens” plan. Rehearsing your plan will reduce response time and build confidence.

Early detection of a threat or emergency is critical to the outcome of your emergency response plan. Knowing that most active shooters begin their path to the building from the parking lot, this should be a focal point when establishing your plan and training. If you see something that seems out of the ordinary, do not hesitate to investigate it to confirm your suspicions.

Identify a Team – Team members (TM) should be trained to identify risks/threats. (2 from each area of campus)

- What if a TM identifies a person in the parking lot wearing a long coat and it is unreasonable for such attire?
- Are they concealing an assault rifle to use in an attack?
- Are they donning a backpack with extra ammunition?
- Do you have capable individuals to identify and address a potential threat such as this?

Always practice situational awareness so you are alert at all times and know your surroundings. Do not become complacent when you begin to ignore or are unable to recognize signs of potential danger.

Be mindful of the following:

- **Suspicious persons**
- **Clothing inappropriate for the current season**
- **Unfamiliar vehicles or suspicious in nature**
- **Packages or backpacks found unattended**
- **People wandering about your property for no known reason**
- Team members should be trained to identify behavioral signs indicative of a potential threat. This might consist of someone with a nervous or angered demeanor, sweaty palms, or a confused look making them appear out of place.
- If you identify someone on or near the grounds who looks out of place, make certain they know you are watching them. If they have ill intent, the mere fact that you have identified them might be enough to make them move on. It is critical to have cell phone/radio procedures in place to alert other members of your team in the event of a situation. (Report all suspicions to law enforcement. Your information might be linked to another police report with the same incident and/or individual.)

your team in the event of a situation. (Report all suspicions to law enforcement. Your information might be linked to another police report with the same incident and/or individual.)

- Have regular meetings with team members about what could go wrong during an event. Discuss local/State/National issues that have occurred at other Seminaries/Colleges or in the area and consider how this may affect you.
- Practice situational roles to develop techniques and methods of handling threats or disruptions at the facility and events. Practice slow walk-throughs and real-time scenarios for your training. This will provide options for your emergency plan if scenarios are thought out in advance. Consider conducting this training during nighttime hours or turning off lights to simulate a power outage.
- Training should include assistance and protection provided to the elderly or disabled. Team members should have a method in place to assist with evacuation or protection for persons unable to quickly and safely evacuate.
- In the event of an active shooter, you will need to implement your **Run, Hide, and Fight** Plan. Identify locations inside the buildings that can be utilized as a hiding place and/or barricade from a threat.
- Training should be recurring with regular practice drills. The amount of training can be based on the level of involvement of your team members. Play out an emergency scenario and review what went right as well as wrong. Utilize your first responders to assist you in determining if your trained members are proficient with these drills.
- It is vitally important to utilize your first responders to develop your Safety/Security Plan and Training. Having a plan in place will offer a level of security to HACS and give you the best chance of reducing the potential of harm to others.

18. Event Safety and Security Policy and Procedures

Policy Statement:

Holy Apostles College and Seminary is committed to providing a safe and secure environment for all attendees during all activities and ceremonies. This policy outlines procedures to mitigate potential risks and ensure the well-being of students, faculty, staff, and guests on celebratory activities and graduation activity days.

Scope:

This policy applies to all individuals Participating in HACS General Events; pre-graduation and graduation ceremonies, including graduating students, faculty, staff, guests, and vendors.

Responsibilities:

- **Campus Safety:**

Lead security/Safety planning and execution, conduct pre-event site assessments, coordinate with local Law Enforcement, EMS, and Fire management, and oversee incident response.

- **Event Management Team:**

Collaborate with Campus Safety to develop security protocols, manage guest access, and communicate safety information to attendees.

- **Graduating Students:**

Adhere to security guidelines, report suspicious activity, and cooperate with safety personnel.

Pre-Event Preparations:

- **Risk Assessment:**

Conduct a comprehensive risk assessment to identify potential threats and vulnerabilities, including weather conditions, crowd control issues, and access control concerns. Vet Visitors as needed.

- **Security Plan Development:**

Create a detailed security plan outlining response strategies for identified risks, including designated security zones, entry/exit points, and emergency procedures.

- **Staffing and Training:**

Assign if needed security personnel, briefing them on event protocols, crowd control techniques, emergency response, and incident reporting.

- **Site Inspection:**

Thoroughly inspect the graduation venue, including surrounding areas, to identify potential hazards and ensure security measures are in place.

Security Measures on Event/Graduation Day:

- **Access Control:**

- Require all attendees to present valid entry documents.
- Implement bag checks and metal detector screening at entry points if needed.
- Monitor access points.

- **Crowd Management:**

- Establish clear designated seating areas and pathways.
- Utilize crowd control barriers and signage.
- Deploy personnel to manage crowd flow and address potential congestion.

- **Surveillance:**

- CCTV cameras may be deployed in key areas of the venue.
- May utilize personnel to conduct continuous surveillance.

- **Emergency Response:**

- Communicate emergency procedures to all attendees.
- Establish designated evacuation routes and assembly points.
- Maintain readily accessible first aid and emergency medical personnel.
- Conduct dry run emergency drill with staff and event organizers.

Communication and Information Sharing:

- **Pre-Event Notification:**

- Widely disseminate security/Safety information to all attendees through website, email, and event program.
- Include details regarding access procedures, prohibited items, and emergency contact information.

- **Incident Reporting:**

- Require all staff personnel to immediately report any suspicious activity or incidents to the Campus Safety Department.
- Maintain a log of all incidents and responses.

- **Prohibited Items:**

- List prohibited items that will be confiscated at entry points (e.g., weapons, fireworks, large bags, drones, etc.). TBD

Post-Event Review:

- Conduct a thorough post-event review to identify areas for improvement and incorporate feedback into future graduation security plans.

Prohibited Items (As determined per event*)

- Aerosols to include silly string
- Alcoholic beverages
- Animals other than service/ guide dogs
- Banners, flags, and signs
- Backpacks*
- Balloons
- Bicycles

- Coolers or containers*
- Drones and other unmanned aircraft systems
- Fireworks or explosives
- Glass, thermal, or metal containers*
- Hoverboards/skateboards
- Illegal drugs
- Illegal weapons
- Laser pointers
- Packages*
- Laser Pointers
- Supports for signs and placards
- Toy guns
- Wrapped gifts*
- Any other item determined to be a potential hazard

Allowable Items on Campus Note: All bags/containers may be inspected before entry to all event venues

- Binoculars
- Cameras
- Cellphones
- Canes/Walkers
- Diaper Bags
- Snacks/clear water bottles
- Strollers/wheelchairs/folding chairs

2026 Campus Safety and Security Survey

Institution: (129534001)

User ID: C1295341

Fires - Summary

[illegible]

2026 Campus Safety and Security Survey

Institution: (129534001)

User ID: C1295341

Screening Questions

Please answer these questions carefully. The answers you provide will determine which screens you will be asked to complete for this data collection.

1. Does your institution provide On-Campus Student Housing Facilities?

- ☐ No.
- ☒ Yes. (If Yes is selected, you must enter the number of student housing facilities below and enter Fire Statistics for each facility.)

Number of On-campus Student
Housing Facilities:

5

Last Year

5

2. Does your institution have any noncampus buildings or properties?

- ☐ Yes
- ☒ No

3. Have you combined statistics that you received from the local or state police with your institution statistics for this report? If you answer No to this question, you will be asked to provide the data you received from the local and state police separately.

- ☐ Yes. Local and/or state law enforcement agencies provided us with statistics that we are combining with statistics collected by our campus security authorities.
- ☐ No. We are not combining the statistics because we cannot determine whether the statistics we obtained from local and/or state law enforcement agencies are for on-campus incidents or public property incidents.
- ☒ Not available. We cannot determine if the statistics we obtained from local and/or state law enforcement agencies are for our Clery geography.
- ☐ Not available. We made a good-faith effort to obtain statistics from local and/or state law enforcement agencies, but the agencies did not comply with our request.

Criminal Offenses - On campus

For each of the following criminal offenses, enter the number reported to have occurred On Campus.

Criminal offense	Total occurrences On campus		
	2023	2024	2025
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Manslaughter by Negligence</u>	0	0	0
c. <u>Rape</u>	0	0	0
d. <u>Fondling</u>	0	0	0
e. <u>Incest</u>	0	0	0
f. <u>Statutory rape</u>	0	0	0
g. <u>Robbery</u>	0	0	0
h. <u>Aggravated assault</u>	0	0	0
i. <u>Burglary</u>	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0
k. <u>Arson</u>	0	0	0

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Criminal Offenses - On-campus Student Housing Facilities

Of those criminal offenses reported to have occurred On Campus, enter the number that occurred in On-campus Student Housing Facilities.

Criminal offense	Total occurrences in On-Campus Student Housing Facilities		
	2023	2024	2025
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Manslaughter by Negligence</u>	0	0	0
c. <u>Rape</u>	0	0	0
d. <u>Fondling</u>	0	0	0
e. <u>Incest</u>	0	0	0
f. <u>Statutory rape</u>	0	0	0
g. <u>Robbery</u>	0	0	0
h. <u>Aggravated assault</u>	0	0	0
i. <u>Burglary</u>	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0

k. Arson

Caveat:

If you have changed prior years’ data, you must add a caveat explaining the change. Use the following format: “For (YEAR), Line (X) was changed from (A) to (B) because (REASON).”

Criminal Offenses - Public Property

For each of the following criminal offenses, enter the number reported to have occurred on Public Property.

Criminal offense

Total occurrences on Public Property

	2023	2024	2025
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Manslaughter by Negligence</u>	0	0	0
c. <u>Rape</u>	0	0	0
d. <u>Fondling</u>	0	0	0
e. <u>Incest</u>	0	0	0
f. <u>Statutory rape</u>	0	0	0
g. <u>Robbery</u>	0	0	0

0 0 0

0 0 0

0 0 0

0 0 0

0 0 0

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred On campus. Then break down each total by category of bias (e.g., race, religion).

[illegible]

d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u> <i>(Do not include theft from a motor vehicle)</i>	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0

YEAR 2024

Criminal offense	Total	Occurrences of Hate crimes (Category of Bias for crimes)							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin

a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0
d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0

0 0 0 0 0 0 0 0 0

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred in On-Campus Student Housing Facilities. Then break down each total by category of bias (e.g., race, religion).

Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National origin
------	----------	--------------------	--------	-----------------	------------	-----------	-----------------

0 0 0 0 0 0 0 0 0

0 0 0 0 0 0 0 0 0

0 0 0 0 0 0 0 0 0

0 0 0 0 0 0 0 0 0

0 0 0 0 0 0 0 0 0

d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0

YEAR 2023

Criminal offense	Total	Occurrences of Hate crimes (Category of Bias for crimes)							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin

a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0
d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/ vandalism of property.</u>	0	0	0	0	0	0	0	0	0

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Hate Crimes - Public Property

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred on Public Property. Then break down each total by category of bias (e.g., race, religion).

YEAR 2025

[illegible]

YEAR 2023

[illegible]

f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred On Campus.

Crime	Total occurrences On Campus		
	2023	2024	2025
a. <u>Domestic violence</u>	0	0	0
b. <u>Dating violence</u>	0	0	0
c. <u>Stalking</u>	0	0	0

Caveat:
If you have changed prior years’ data, you must add a caveat explaining the change. Use the following format: “For (YEAR), Line (X) was changed from (A) to (B) because (REASON).”

VAWA Offenses - On-campus Student Housing Facilities

For each of the following crimes, enter the number reported to have occurred in On-campus Student Housing Facilities .

Crime	Total occurrences in On-campus Student Housing Facilities		
	2023	2024	2025
a. <u>Domestic violence</u>	0	0	0
b. <u>Dating violence</u>	0	0	0
c. <u>Stalking</u>	0	0	0

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on Public Property.

Crime	Total occurrences on Public Property		
	2023	2024	2025
a. <u>Domestic violence</u>	0	0	0
b. <u>Dating violence</u>	0	0	0
c. <u>Stalking</u>	0	0	0

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Arrests - On campus

Enter the number of Arrests for each of the following crimes that occurred On Campus.

Crime	Number of Arrests		
	2023	2024	2025
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

Please Note: Do NOT include drunkenness or driving under the influence in liquor law violations.

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Arrests - On-campus Student Housing Facilities

Of those Arrests for crimes that occurred On Campus, enter the number of crimes that occurred in On-campus Student Housing Facilities for each of the following categories.

Crime	Number of Arrests		
	2023	2024	2025
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0

c. Liquor law violations

0

0

0

Please Note: Do NOT include drunkenness or driving under the influence in liquor law violations.

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Arrests - Public Property

Enter the number of Arrests for each of the following crimes that occurred on Public Property.

Crime	Number of Arrests		
	2023	2024	2025
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

Please Note: Do NOT include drunkenness or driving under the influence in liquor law violations.

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Disciplinary Actions - On Campus

Enter the number of persons referred for disciplinary action for crimes that occurred On Campus for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.
If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Crime	Number of persons referred for Disciplinary Action		
	2023	2024	2025
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

Please Note: Do NOT include drunkenness or driving under the influence in liquor law violations.

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Disciplinary Actions - On-campus Student Housing Facilities

Enter the number of persons referred for disciplinary action for crimes that occurred in

On-campus Student Housing Facilities for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.
If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Crime	Number of persons referred for Disciplinary Action		
	2023	2024	2025
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

Please Note: Do NOT include drunkenness or driving under the influence in liquor law violations.

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Disciplinary Actions - Public Property

Enter the number of persons referred for disciplinary action for crimes that occurred on Public Property for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.
If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Crime	Number of persons referred for Disciplinary Action		
	2023	2024	2025

	2023	2024	2025
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

Please Note: Do NOT include drunkenness or driving under the influence in liquor law violations.

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Unfounded Crimes

Of those crimes that occurred On Campus, in On-campus Student Housing Facilities, on or in Noncampus property or buildings, and on Public Property, enter the number of crimes that were unfounded.

The total number of unfounded crimes should include all criminal offenses, hate crimes, domestic violence, dating violence, or stalking incidents that have been unfounded. Arrests and disciplinary actions cannot be unfounded.

	Number		
	2023	2024	2025
a. <u>Total unfounded crimes</u>	0	0	0

Please Note: If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded." Only sworn or commissioned law enforcement personnel may unfound a crime.

Count unfounded crimes in the year in which they were originally reported.

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."