



Warner University
Security
And
Fire Report
2011

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SECURITY REPORT INTRODUCTION

Warner University and the South Lake Wales community are relatively safe environments. Even so, we fully recognize the potential for crime and accidents. We are constantly taking proactive approaches to minimize the risk and enhance the security and safety of the entire campus community – students, faculty, staff, alumni and visitors.

However, the university staff cannot do this without help from everyone, including the students. People must take responsibility for their own safety and belongings and also the safety of their neighbors. Anyone who observes suspicious activity should report it immediately to Campus Security. People should be aware of the potential for loss or theft if personal items are left out in the open and not guarded.

At no time does Warner University assume any responsibility for theft, damage or loss of money, valuables or personal property. We strongly encourage students to check with their families concerning coverage under their homeowner/renter policy and to purchase insurance if necessary.

Warner University is a private institution. Campus facilities are for the use of Warner University students, staff and faculty and their guests. Campus Security works closely with the university's physical plant, residence life and administrative staffs to establish appropriate levels of security. Safety and security issues within the buildings should be reported to campus security or the resident director as quickly as possible.

CAMPUS SECURITY OFFICE

Campus Security includes a full time director, supervisor, ten security officers and shuttle drivers. The Director reports Chief Financial Officer. Campus Security employees are not sworn or commissioned officers. They do not carry weapons. They do not have arresting authority. The Polk County Sheriff Office handles all arrests and criminal matters. All on-duty personnel wear a distinctive security uniform. They provide basic security services to the campus community and are on duty 24 hours a day 365 days a year. Members of the Campus Security staff attend training programs specifically designed for security personnel.

Campus security has a close working relationship with the Polk County Sheriff Office. All major crimes (felonies) are reported to the Polk County Sheriff Office, which assumes responsibility for any investigation that may be necessary as soon as possible. In the case of emergencies, the Polk County Sheriff Office is notified immediately.

The campus security office is located in the Rigel Student Center, just inside the main front doors, in the hallway to the right. The phone number for Campus Security is 638-638-7232 or ext 7232 from a phone on campus. Security staff members are available either in the office or by calling the Security number.

General services provided by Campus Security are walking, golf cart and vehicle patrols, response to criminal and non-criminal activity, escorts, jump-starts and unlocking vehicles. Security officers make routine patrols of campus buildings and check exterior doors and windows of buildings. They also monitor the mechanical rooms of each building and report any potential problems to the Director of Physical Plant.

Campus Security maintains a daily and monthly log of reported crimes written in a form that is easily understood. The log is available to the public for inspection in the Campus Security Office located in the Rigel Student Center. The daily and monthly logs provide the nature, date, time and general location of each crime. Additionally, the disposition of the complaint is given, if known. Information, including updates, is added as the information becomes available. If there is clear and convincing evidence that the release of such information would jeopardize an ongoing criminal investigation or the safety of an individual, cause a suspect to flee or evade detection, or result in the destruction of evidence, such information may be withdrawn until the damage is no longer likely to occur from the release of such information. As a matter of policy, names are not included in the monthly log.

POLICIES AND PROCEDURES

REPORTING CRIMINAL ACTIVITY AND EMERGENCIES

Any emergency situation or knowledge of a crime should be reported immediately to Campus Security by calling 638-7232 or by going to the Security Office located in the Rigel Student Center. You may also dial 911 to reach the Polk County Sheriff Office or Polk County Fire Department. When calling either number, you should stay on the line until the appropriate authorities tell you to hang up. You should be able to provide the exact location, the status of the situation and who is involved in the incident.

Students and employees may also report criminal offenses to the Dean of Students, RDs, RAs, coaches and faculty. All names are kept confidential and not included in daily logs in an effort to protect those who are reporting the crime from retaliation. Only certain personnel will have access to the names of the informants to provide them with protection.

CAMPUS SECURITY

Warner University Campus Security officers have the authority to ask individuals for identification and to determine whether individuals have lawful business at Warner University. Warner University security officers have the authority to issue tickets, which are billed to financial accounts of students, faculty, and staff. Security officers do not possess arrest power. Criminal incidents are referred to the Polk County Sheriff Office who has jurisdiction on the campus. The Campus Security Department maintains a highly professional working relationship with the Polk County Sheriff Office and other law enforcement agencies in the area. All crime victims and witnesses are strongly encouraged to immediately report crimes to Campus Security and/or the Polk County Sheriff Office. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

ALCOHOL AND DRUGS

Warner University is an alcohol free campus, so the sale of alcoholic beverages on campus by any organization, person or group is not permitted at any time.

Warner University complies with the Drug-Free Schools and Communities Act Amendments of 1989, Public Law 101-226. Illegal drugs and paraphernalia are not permitted on campus. Warner University works closely with the Polk County Sheriff Office and cooperates with all law enforcement agencies to ensure that all laws pertaining to illegal drugs are being enforced. Possession, use or distribution of any kind of illegal substance goes against Warner University's commitment to the Lake Wales Community, is illegal and will result in immediate suspension from campus.

The student handbook contains a detailed list of all other campus disciplinary policies and procedures, including alcohol and drug policies. Provisions for counseling and treatment opportunities are also addressed. Warner University will make reasonable effort to enforce all federal, state and local laws.

You can find more on the rule and regulations in the Student Handbook

ALCOHOL AND SUBSTANCE ABUSE INFORMATION

PREVENTION PROGRAMS

Warner University has developed a program to prevent the illicit use of drugs and the abuse of alcohol by students. The program provides services related to drug and alcohol use and abuse including dissemination of informational materials, educational programs, counseling services, referrals, and university disciplinary action.

Warner University Residence Life and Wellness Center provide the overall coordination of these programs. These programs include:

Alcohol and Drug Education: Programs by Residence Life staff and Personal Counseling services address issues of concern throughout the year.

Counseling Services: Warner personal counselors will meet with students on alcohol and drug related issues.

Referral Services: if warranted, Residence Life and Counseling Services will have students seek off-campus counseling and referral services, usually at Peace River Center.

College Disciplinary Action: in most cases, disciplinary action will be taken including fines and in severe cases, removal of the student(s) from the college, including classes and the residence halls. The student does have the right and ability to appeal the action to the Judicial Officer and Judicial Committee.

WEAPONS/FIREARMS

For the safety of the entire campus, shotguns, rifles, handguns, air guns, bows and arrows, ammunition and all other types of weapons are not permitted. There is no on-campus storage allowed at any time, and no weapon may be stored in any vehicle located on campus. All types of explosives, including fireworks, are strictly prohibited on campus. Please refer to the Warner University Student Handbook and resident hall living guide for additional prohibitions regarding residence halls.

SEXUAL BATTERY - SEXUAL BATTERY POLICY

Warner University is concerned about the safety and welfare of all campus members and guests. In an effort to promote the dignity and well-being of members of the university community, the university committed to addressing allegations of sexual abuse and/or sexual assault and providing educational programs to promote the awareness of rape, acquaintance rape, and other sex offenses. The university has developed this policy, which is consistent with the Student Right-To-Know and Campus Security Act, Public Law 101-542. Sexual abuse and sexual assault also have certain criminal and civil law repercussions. When Warner University determines that a case of sexual abuse and/or sexual assault might have taken place, the college will fulfill its legal obligation to report the same to the appropriate law enforcement or other legal authority for appropriate disposition.

Definitions:

Sexual battery means oral, anal, or vaginal penetration by, or union with, the sexual organ of another or the anal or vaginal penetration of another by any other object; however, sexual battery does not include an act done for a bona fide medical purpose.

Sexual Battery Defined:

Any sex act between persons is sexual battery by either of the participants when the act is performed with the other participant in any of the following circumstances:

1. The act is done by force or against the will of the other. If the consent or acquiescence of the other is procured by threats or violence toward any person, or if the act is done while the other is under the influence of a drug-inducing sleep or is otherwise in a state of unconsciousness, the act is done against the will of the other.
2. Such other participant is suffering from a mental defect or incapacity which precludes giving consent, or lacks the mental capacity to know the right and wrong of conduct in sexual abuse.
3. Such other participant is a minor under 18 years of age.

Procedures to be followed by students and employees in the event of sexual battery

1. Sexual battery is a crime and should be reported. Contact a friend, resident assistant (RA), resident director, campus security officer, campus nurse, university staff or faculty member, or another person with whom you feel safe. Report the incident to the Dean of Students, at 638-7246, no matter whether you plan to file charges. Reporting sexual abuse/sexual assault does not commit you to filing charges. You can make that decision later. The information will be kept confidential to the fullest extent permitted by law. Incidents of sexual abuse/sexual assault may be reported either by the victim or by another person who shall serve as a liaison with the appropriate university personnel.

You may also call one of the following:

Peace River Center (863) 413-2707
Campus Counselor, Rusty Hart (863) 638-7585

2. Call 911! Get medical attention. You should go to the hospital of your choice as soon as it is safe and possible.

Lake Wales Medical Center or Winter Haven Hospital

Request a medical examination by the emergency room physician using the Sexual Assault Kit required for evidence in cases of sexual assault. Even if you decide not to press charges, you need to be examined and treated for possible pregnancy, sexually transmitted diseases and/or injuries related to the assault.

3. Preserve all evidence. Do not change your clothes, shower, bathe or douche. If possible, do not go to the toilet. Save all clothing, linens or other items that may have been touched by the assailant so they may be given to the police for evidence. All physical evidence, including seminal fluids, hair, blood types and scrapings of flesh from the victim's fingernails is used in court.

4. Consider whether you want to file criminal charges with the police and/or file a formal complaint with campus authorities if the assailant is a student. If the alleged victim wishes to file charges against the alleged assailant, the university shall assist the student in initiating the process. Contact the Office of Student Life or the Director of Campus Security.

5. Get help and support, such as counseling. The university recognizes that persons who are the victims of sexual battery have an important personal need for advocacy and support. The Dean of Students maintains a record of advocacy and support services available at Peace River Center and other agencies that may assist in this regard. The campus and the community offer services to assist victims of sexual battery, including transportation to the hospital, advocacy in the legal process, and work toward psychological recovery from the assault.

Disciplinary Action

Violation of the sexual abuse-sexual assault policy will result in disciplinary action for any perpetrator who is found guilty of the offense under university disciplinary procedures. The disciplinary action may include counseling to understand the impact of this behavior on others and may result in action including suspension from school or dismissal.

Both the accuser and the accused are entitled to the same opportunity to have others present during a judicial review, as outlined in the Students' handbook. Both the accuser and the accused shall be informed of the outcomes of any campus disciplinary proceedings alleging sexual assault. Room transfer policy in the student handbook states that the school has the right to change a student's room assignment for medical, disciplinary or health reasons. As stated in the Students' handbook, a student has the right to be present on campus and attend classes except for reasons relating to the student's physical or emotional well-being or for reasons relating to the safety of students, faculty or college property. Any student perpetrator who is found guilty of sexual abuse or sexual assault may be disciplined in a variety of manners including up to being suspended indefinitely from the institution.

SEXUAL HARASSMENT

Warner University is committed to fostering a healthy learning and working environment and to upholding the dignity and integrity of its individual members and the institution. Sexual harassment and sexist behavior limit an individual's options, experiences and opportunities for full achievement and will not be tolerated at Warner University. The university prohibits sexual harassment of or by members of the college community, guests or visitors to campus. Sexual harassment violates both university policy and, when a student is the victim, Title IX of the Educational Amendments of 1972; or when an employee is the victim, Title VII of the Civil Rights Act of 1964, as amended.

Definition

Sexual harassment is defined as any unwelcome sexual advances; requests for sexual favors; or other verbal, visual, or physical conduct of a sexual nature when:

1. Such conduct has the purpose or effect of unreasonably interfering with an individual's academic or work performance or of creating an intimidating, hostile, or offensive situation or environment.
2. Submission to or rejection of such conduct by an individual is used as the basis for academic or employment decisions affecting that individual.
3. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's education or employment.

Sexual harassment is understood to include a range of behaviors. In determining whether a specific conduct constitutes sexual harassment, the university will look at the totality of circumstances, including the nature of the alleged incident, the effect on the individual to whom the behavior is directed and the context in which it occurred.

Advising/Consultation

Members of the Warner University community who have general concerns regarding sexual harassment may contact the Office of Student Life (638-9618) to be directed to the campus representative. Persons who feel there has been an incident of sexual harassment are encouraged to consult with the campus representative immediately. Any individual has the opportunity to consult with the campus representative in matters pertaining to sexual harassment. The incident or concern will be discussed for clarification and problem identification. The campus representative may provide information, suggest resources and assist in identifying reasonable options for resolution. The discussion will take place in confidence. Discussing a complaint does not preclude an individual from filing formal charges, nor is the advising phase required prior to the filing of a formal complaint. Formal complaint procedures are initiated when a member of the university community files a signed, written complaint. Individuals should be aware, however, that allegations involving a clear violation of the sexual harassment policy must be investigated, no matter whether a formal complaint is filed.

Formal Complaint Procedures

Any person who believes that he or she has been subjected to sexual harassment may file a formal complaint. The campus representative is available to assist with the composition of such a complaint. Guidelines governing the formal complaint stage are as follows:

1. The complainant will file a signed statement indicating the name(s) of the accused, the nature and date(s) of the incident(s) and a statement indicating that this is a formal complaint.
2. The written complaint will be forwarded to the campus representative for initiating the judicial process.
3. The campus representative will promptly notify the accused party of the complaint and will conduct a full, impartial and timely investigation into the alleged incident. In order to investigate fully, the campus representative may confer with any personnel he/she feels is appropriate. All written records will be retained in a locked, secure area to protect the rights and privacy of all concerned parties and will be treated with the highest level of confidentiality.

Resources

Students, faculty, staff and administrators are encouraged to discuss concerns related to sexual harassment with the resources listed below:

Campus Resources

Campus Representatives:

Dawn Meadows, Dean of Students 863-638-7606

Greg Rodden, Human Resources 863-638-7215

Dawn Rafool, Enrollment Management 863-638-3818

Personal Counseling 863-638-7585

Campus Security 863-638-7232

Rodney Dallas, Director of Residence Life 863-638-7253

Campus Pastor 863-638-7239

Off-Campus Resources

Peace River Center (863) 413-2707

SEX OFFENDER REGISTRATION

In accordance to the “Campus Sex Crimes Prevention Act” of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act, and the Family Educational Rights and Privacy Act of 1974, the Campus Security is providing a link to the Florida Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in the State at which the person is employed, carries a vocation, or is a student. In the State of Florida, sex offenders must register through the Florida Sex Offenders Registry which is maintained by the Department of Public Safety.

The Florida Sex Offenders Registry: <http://www.offender.fdle.state.fl.us/offender/homepage>

FACILITY ACCESS POLICY

During business hours, the university (excluding certain housing facilities) will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours, access to all College facilities is by key if issued or by admittance via the Campus Security Department or the Residence Life staff. In the case of periods of extended closing, the university will admit only those with prior approval to all facilities.

Solicitation is strictly prohibited on campus unless prior approval is given by the Dean of Student Life.

RESIDENCE AND CAMPUS FACILITIES

The university has five buildings classified as residence halls, each housing 100 students. Resident Directors (RDs) and Resident Assistants (RAs) are upper-class students who have been carefully selected and trained to assist individuals on the floor and help maintain a healthy educational environment in the buildings. Resident Hall Directors are professional members of the residence life team who live in the residence hall setting. The residence life staff receives training in basic security and emergency situations.

Residence halls are locked 24-hours a day. Residents may obtain entry using the keys they were issued upon arriving at the university. It is the responsibility of the student to ensure that his or her room is secure.

During Christmas Break, all students are required to vacate the halls except with permission from the Office of Residence Life. The halls are not fully staffed during this break.

Required hall meetings at the beginning of each term provide the opportunity for residents to learn about building security, campus and residential policies, and enforcement procedures.

All guests in the residence halls must have a student host and are subject to university policies and regulations. The host is responsible for the actions of and any damages caused by the guest. If a roommate objects to the presence of an overnight guest, that guest may not spend the night. However, main lobbies in the residence halls are not subject to these restrictions. Visitation hours in the residence halls are determined by the resident director. Individual floors may choose to restrict hours even beyond the visitation guidelines set by the university. - 11 -

All buildings are regularly inspected by Campus Security and by Maintenance to ensure that all emergency lighting is working properly. They also ensure that all alarms, doors, and locks are working properly. Outside security concerns are addressed regularly.

GENERAL PROCEDURES FOR REPORTING A CRIME OR EMERGENCY

Community members, students, faculty, staff, and guests are encouraged to report crimes and public safety related incidents to the Campus Security Department in a timely manner.

To report a crime or an emergency, call Campus Security at Ext. 7232 on-campus or 863-638-7232 or the Polk County Sheriff Office by dialing 911.

You also may contact the following people in Security, Student Services, or Residence Life:

Director of Security, Brian Rowles 863-638-7667
Supervisor, Travis Connell 863-638-7232
Dean of Students, Dawn Meadows 863-638-7606
Director of Residence Life, Rodney Dallas 863-638-7253
Resident Director, Rodney Dallas 863-638-7623
Resident Director, Chelsie Bowman 863-638-7596
Resident Director, Leah Simmonds 863-638-7646

Campus Security is available 24 hours a day to answer your call. Once your call is received, Campus Security will take the appropriate action needed at the time of the incident. They will ask the victim to file a report with the appropriate authorities at the time as well.

All Campus Security reports are forward to the appropriate people for further action. This may include Residence Life, Business Office, and in some cases, the Polk County Sheriff Office. Additional information collected during the investigation is always forwarded to the Polk County Sheriff Office unless the victim does not wish to pursue criminal charges.

If assistance is required from the Polk County Sheriff Office or Polk County Fire Department, Campus Security will contact the appropriate unit. If a sexual assault or rape should occur, staff at the scene, including Campus Security, will offer the victim a wide variety of services. Warner University has access to a variety of agencies that assist the victims in these situations such as the Peace River Center. At any time, anyone can ask about these resources through the Director or Supervisor of Campus Security, Student Life Office, Campus Pastor, Nurse, or Counselor.

Crimes should be reported to the Campus Security Department or any of the aforementioned personnel to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the campus community, when appropriate. A person may still report a crime and not want to pursue criminal charges or campus charges.

CONFIDENTIAL REPORTING PROCEDURES

If you are a victim of a crime and do not want to pursue action within the Warner University system or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Director of Security or a designee of the Campus Security Department 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 university can keep an accurate record 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. Records filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

Campus Counselors as a result of the rulemaking process which followed the signing into law the 1998 amendments to 20 USC § 1092 (f), clarification was given to those considered to be campus security officials. Campus “pastoral counselors” and campus “professional counselors,” when acting as such are not considered to be campus security authorities and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged; if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

CRIME REPORTING

The Campus Security Department encourages anyone who is a victim or witness to any crime to promptly report the incident to Campus Security. Campus Security makes all attempts to keep information that would possibly jeopardize an investigation confidential until such time is deemed that such information can be released. In most cases, in the daily crime log, names are left out for the privacy of such individuals. All Clery Act crimes are included in the Annual Security report. To report a crime, contact Campus Security at 638-7232 or dial 911 for the Polk County Police or Fire Departments. Any unusual activity on or around campus should be reported to Campus Security or the Polk County Sheriff Office immediately. You also may contact your RD or RA.

CRIME PREVENTION PROGRAMS

Crime Prevention Programs on personal safety and theft prevention are sponsored by various campus organizations throughout the year. At the beginning of the year, the Office of Residence Life, and/or Campus Security meet with all students to go over building rules and during this time, students are talked to about personal safety in and out of the residence hall. Campus Security personnel facilitate programs for students, faculty, staff, and student organizations, in addition to working with Residence Life on programs for students on how to protect themselves against sexual assaults, theft, and other crimes. New employees are given similar information during their orientation. During the year, various crime prevention and safety related information is sent out to the entire campus.

At all times, students, faculty, or staff can call Campus Security for an escort at night. Campus Security also encourages students to walk with others and not alone at night. The campus shuttle is in operation until 9pm. Students are encouraged to use this service.

MONITORING OFF-CAMPUS ACTIVITY

Warner University does not recognize any off-campus organizations.

SECURITY AWARENESS PROGRAMS

Any time during the year Campus Security, Residence Life, and Counseling Services are able and willing to offer students programs concerning personal safety. Programs include safety in the residence halls and while on campus. Warner University works with various local agencies and the local police department to present various programs for the benefit of the students, faculty, and staff at the university.

At all times, Campus Security stresses during the year and during the various programs safety starts with the student, faculty and staff member.

When time is of an essence, information may be sent via the Warner University Notification System, campus email, or signs posted around campus.

If anyone would like to schedule a program for their group, they are encouraged to contact Campus Security at 638-7232 or the Office of Residence Life which will help in the planning of such program.

SAFETY TIPS

Personal Security Recommendations

Never walk alone at night. Use sidewalks.

Walk in well-lit areas.

Walk close to the curb, away from bushes and alleys.

If you must walk alone, inform someone at your destination when to expect you so he or she will be waiting.

Use the campus shuttle or request a campus security escort if you are alone during hours of darkness.

If you are attacked, **SCREAM!!!** Bite, kick and stomp the attacker's foot with your heel. Do anything to bring public attention to your situation.

Keep items of value out of sight.

Safeguard any documents that include personal information that others could use to commit identity theft.

Lock your door whenever you leave your room.

Report any unusual activity immediately to campus security or the Polk County Sheriff Office.

Residence Hall Safety and Security Advice

Lock your room door – even if you are just going down the hall or into the room next door. Most crimes that occur on a residential campus are crimes of opportunity and happen when a door is left unlocked.

Lock your door before you go to sleep.

Do not prop open residence hall exterior doors.

Do not lend your keys to anyone at any time.

Inform your roommate or friends where you will be if you plan to remain away from your room overnight. And follow the sign-out process.

Mark articles of value with an identifying number/mark. Photograph valuable property and keep a record of this information. Do not use your Social Security number or any other number that could have value to others.

Notify campus security by calling 638-7232 if you need an escort from a parking lot, classroom building or residence hall.

Severe Weather Advice

Move to the lowest part of the building or a central hallway without windows

Stay as far away from windows, mirrors, or unsecured objects such as dressers, cabinets, or bookcases.

DO NOT USE ELEVATORS

Be ready to assist those with disabilities

Remain in the safe area until the warning has expired and you have been given the all-clear from Campus Security or Residence Life

Listen to local TV or radio stations on AM/FM radio your weather radio

Planning ahead and knowing where you are to go in severe weather situations will help save your life!

Active Shooter Advice

Remain calm

Lock yourself in the nearest room

Turn off all lights

Close blinds

Turn off computers if possible.

Get away from all windows and doors by hiding under desks or tables

If you are able to, call Campus Security and the Polk County Sheriff Office at 911 with the location of the shooter and your location. Try to remain on the line even if you are not speaking to allow the dispatcher to hear what is going on.

Try to stay as quiet as possible; any noise will alert the shooter to your location.

Silence cell phones.

If you try to leave a secure area, have a plan in mind and leave any items behind as they will hinder you as you leave. When approached by the Police Dept. do not be alarmed and work with them and give them any information that will lead them to the shooter.

If shooter enters your room, do not try to overtake him/her and work with them if possible.

When calling Campus Security and the Polk County Sheriff Office give your location, the number of individuals in your location, any injuries, the name of the shooter if possible, any descriptions of the shooter, what they are wearing and have with them. Any information will assist them in finding the shooter.

SECURITY ALERTS

Warner University makes timely reports to the campus community regarding crimes reported to Campus Security and/or the Polk County Sheriff Office that are considered a threat to other students and employees. In the case of an emergency or severe weather, alerts are posted

via the *Warner University Notification System*, which sends out alerts to all students, faculty and staff via a message to their cell phone and to their university email account. They may also be posted in the residence halls. In the case of a major emergency, updates will be posted to the university website and messages will be sent out via the *Warner University Notification System*. In the case of the campus being closed due to weather, a message will also be sent out using the *Notification System*.

TIMELY WARNINGS

In the event that a situation arises, either on or off campus, that in the judgment of the Director of Campus Security in consultation with the Dean of Students constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. Crime and Security alerts will be issued via an e-mail sent out to all students, faculty, and staff alerting them of crimes that may put the campus at-risk for both short-and long-term periods of time. Security Alerts are advisories reminding the campus community of crime trends, not necessarily in response to a specific crime.

Anyone with information that would warrant a timely warning should report the information to the Campus Security Office by phone at 638-7232 or in the Security Office in the Rigel Student Center.

EMERGENCY NOTIFICATIONS

If there is a situation that poses an immediate threat to the campus and community, the Emergency Notification System will be used and will include a short message that the campus is in a lock down and that everyone should lock themselves in place. Further details will be sent out as warranted. If the situation warrants and there is information available, information may be posted to the campus website to inform the community and parents.

When the campus is in lockdown, everyone should lock themselves in their current location, turn off lights, radios, computers, and turn cell phones to silent. It is encouraged to get yourself out of sight and try to hide and remain out of sight until it is safe to leave. If possible and are able to call and give information concerning the situation without putting yourself in danger, it is encouraged you do so to assist Campus Security and the Polk County Sheriff Office. When it is safe, an all-clear will be issued via the Warner University Notification System or if you are asked to go with a member of the Polk County Sheriff Office when they are sweeping a building.

EMERGENCY PROCEDURES

Warner University maintains an emergency response plan to guide it through a sensitive or dangerous situation. Examples are, but not limited to, fires, explosions, natural disasters, and violent crime events. When such an event is verified, the college community will be notified via the Emergency Notification System and action will be taken immediately to isolate the affected area, remove those in the affected area, and stabilize the area pending arrival of emergency response organizations. An emergency will be declared and the university Emergency Command

Center will be established to resolve the situation and support any non-campus organizations called in to resolve the situation. When the Command Center has determined the emergency has ended and it is safe to return to campus or resume regular activities, notice will be sent out to the entire campus community. Depending on the duration of an emergency, information will be sent out to the campus alerting them of the status of the situation.

TESTING OF EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Evacuation drills are coordinated by Campus Security and Residence Life in all the residence halls four times a year. Students will learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. Campus Security and Residence Life does not tell residents in advance about the evacuation drills to mimic a real-life situation so they will treat it accordingly. Designated long-term locations are planned out depending on the location of the residence hall and any events that may be going on at that specified time. Campus Security and Residence Life will make the determination if a long-term location will be needed at the time of the incident and plan accordingly.

MISSING STUDENT POLICY

If a member of the Warner University community has reason to believe that a student is missing, all possible efforts are made to locate the student to determine his or her state of health and well-being through collaboration of Campus Security, the Department of Student Life Office and the missing student's family and friends.

If not located within 24 hours, appropriate family members, associates, or a university official will make an official missing person report with the law enforcement agency with jurisdiction. Anyone who believes a student to be missing should report their concern to their Resident Director, Student Life or Campus Security. Depending on the circumstances presented to university officials, the parents of or the designated confidential contact of the missing student will be notified. In the event that parental notification is necessary, a university official will place the call. This policy is in compliance with Section 488 of the Higher Education Act of 2008.

WHO TO FILE A MISSING PERSON'S REPORT WITH:

Director of Security 863-638-7667

Security Department 863-638-7232

Dean of Students 863-638-7246

Director of Res. Life 863-638-7253

Resident Director (Rodney Dallas) 863-638-7623

Resident Director (Leah Simmions) 863-638 7596

General Procedure:

1. The Warner University official receiving the report will collect and document the following information at the time of the report:
 - a. The name and relationship of the person making the report.
 - b. The date, time, and location of the missing student was last seen.
 - c. The missing student's cell phone number (if known by the reporter)
2. The Warner University official receiving the report will contact the Director of Security or the Dean of Students in order to inform him/her on the situation and to receive additional consultation. They will ascertain if/when any other members of the need to be contacted.
3. Upon notification that a student may be missing, Warner University may use any or all the following resources to assist in locating the student:
 - a. Call the student's room.
 - b. Go to the student's residence hall room.
 - c. Talk to the student's RA, roommate, and floor mates to see if anyone can confirm the missing student's whereabouts and/or confirm the date, time, and location the student was last seen.
 - d. Secure a current student ID (from Student Life) or other photo of the student from a friend.
 - e. Call and text the student's cell phone and all any other numbers on record.
 - f. Send the student an email.
 - g. Check all possible locations mentioned by the parties above including but not limited to, library, residence hall lounges, student commons, fitness center, etc. The Campus Security Department and the Office of Student Life may be asked to assist in order to expedite the search process.
 - h. Contact or call other on-campus or off-campus friends or contacts that are made known. This includes checking a student's social networking sites such as MySpace, Facebook, or Twitter.
 - i. Ascertain the student's car make, model, and license plate number. A member of the Campus Security Department will also check Warner University parking lots for the presence of the student's vehicle.
 - j. Send out an emergency notification text message via the Warner University Emergency Notification System to the campus alerting the campus of situation to ask for help in locating the student.
4. The Warner University IT staff may be asked to obtain email logs in order to determine the last log in and or access of Warner network.
5. Once all information is collected and documented and the Dean of Students (or their designee) is consulted, Warner University staff may contact the local police to report the information. (Note: If in the course of gathering information as described above, foul play is evident or strongly indicated, the police should be contacted immediately.) If is it necessary to contact the local or state authorities, police procedure and protocol will be followed by the university.

Warner University CRIME STATISTICS

Annual Disclosure of Crime Statistics

The Warner University Campus Security prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crimes Statistics Act (Clery Act) (20 USC § 1092).

This report is prepared in cooperation with the local law enforcement agencies surrounding our campus, the Department of Residence Life, and Student Life. Each provides updated information on their educational efforts and programs to comply with the Act.

Campus crime, arrest and referral statistics include those reported to the Campus Security Office, designated campus officials, (including but not limited to directors, deans, department heads, residence life staff, advisors to students/student organizations, and athletic coaches), and local law enforcement agencies. Student Services and counseling staff inform their clients of the procedures to report crime to Campus Security on a voluntary or confidential basis, should they feel it is in the best interest of the client.

The following criminal occurrences were reported to Campus Security. The statistics are presented in accordance with the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092). The definitions for these crimes are taken from the FBI's Uniform Crime Reporting Program, as modified by the Hate Crime Statistics Act. These statistics are drawn from Campus Security files, Student Life records and campus security authorities (coaches, faculty, staff, etc.), as defined by the Clery Act.

Yearly Totals	2009	2010	2011
Criminal Offenses			
On Campus			
Murder / Non-negligent manslaughter	0	0	0
Forcible sex offenses (including forcible rape)	0	0	0
Nonforcible sex offenses	0	1	0
Robbery	1	0	0
Aggravated assault	0	1	0
Burglary	1	1	2
Motor vehicle theft	0	0	0
Arson	0	0	0
Negligent manslaughter	0	0	0
Residence Halls			
Murder / Non-negligent manslaughter	0	0	0
Forcible sex offenses (including forcible rape)	0	0	0
Nonforcible sex offenses	0	1	0
Robbery	0	0	0
Aggravated assault	0	1	0
Burglary	0	1	1
Motor vehicle theft	0	0	0
Arson	0	0	0
Negligent manslaughter	0	0	0
Hate Offenses			
On Campus			
Murder / Non-negligent manslaughter	0	0	0
Aggravated assault	0	0	0
All forcible sex offenses, including forcible rape	0	0	0
Forcible rape	0	0	0
Arson	0	0	0
Negligent manslaughter	0	0	0
Simple Assault	0	0	0
Intimidations	1	0	0
Residence Halls			

Murder/Non-negligent manslaughter	0	0	0
Aggravated assault	0	0	0
All forcible sex offenses, including forcible rape	0	0	0
Forcible rape	0	0	0
Arson	0	0	0
Negligent manslaughter	0	0	0
Simple Assault	0	0	0
Intimidations	1	0	0

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Fire Report Introduction

Warner University takes precautions to prevent fires from occurring in all campus residence halls. The Residence Life Staff, Campus Security, and Physical Plant and custodial staffs are all trained annually in how to use fire extinguishers, how to evacuate students and staff, and how to call Polk County Fire Department. All fire extinguishers are checked annually by law and if one is noticed to be missing and/or used, it is immediately replaced or recharged for future use.

However, it takes precautions by everyone, including all students that are living in the residence halls to help prevent fires from happening at all. Students can take precautions such as not leaving laptop computers on beds or blankets, not using open flames (candles, matches, lighters) in the dorms and checking electrical cords to ensure that if they are torn, they are replaced.

ITEMS NOT PERMITTED IN THE DORMS

The following are not permitted in the residence halls at any time:

- Open flames (candles, lighters, matches)
- Smoking
- Hot Plates in the room

EVACUATION PROCEDURES

Once the fire alarm is set off, Student Life staff will evacuate all those in the dorm and move them to the safest place possible away from the building. Student Life staff will go from room to room and enter the room and tell everyone in the room that they will need to evacuate immediately. Those students found not in compliance are fined for failure to evacuate. Campus Security will proceed to the fire panel box to see where the alarm is located and go investigate the problem. Most residence halls are on an automatic call from our alarm company, to call Polk County Fire Department. Student Life staff will at no time put themselves in danger to put out a fire. If they are unable to extinguish the fire with an extinguisher, they will evacuate and let Polk County Fire Department know of the location and extent of the fire if one is present. Once Polk County Fire Department gives the “all-clear” to Campus Security and/or Student Life, students will be allowed to re-enter the dorm and rooms. If there is an extended period of time that the students may be outside during inclement weather, they will be moved to another building until the situation is resolved. If there happens to be a fire and the building is not suitable for occupancy, temporary housing will be provided on campus in cooperation with University staff and the Polk County Red Cross when warranted.

Reporting Fires

If a fire does occur on campus, students, faculty, and staff are to call 911 and Campus Security to notify them of the situation. Security staff also notifies the Director and supervisor of Security when there are alarms on campus and when Polk County Fire Department is on scene. If there is a fire, the Director and/or the supervisor of Security will respond accordingly along with the Director of Physical Plant. When a fire occurs in the residence halls, the Director of Security and/or supervisor of Security will notify the Dean of Students.

Residence Hall Information

Fulton Hall: A male upper class dormitory that houses up to 52 students. It is a two story complex with laundry located on both floors and a common area on the second floor. It has an automated sprinkler system and fire alarm system monitored by Hartline security.

Raines Hall: A female upper class dormitory that houses up to 46 students. It is a two story complex with laundry located on both floors and a common area on the second floor. It has an automated sprinkler system and fire alarm system monitored by Hartline security.

Spencer Hall: A male underclassman dormitory that houses up to 84 students. This is a two story complex which is divided into four separate halls. The laundry is located upstairs and the common area on the lower floor. It has a fire alarm system monitored by Hartline security.

Williams Hall: A female underclassman dormitory that houses up to 106 students. This is a two story complex which is divided into four separate halls. The laundry is located on the first floor along with the common area. There is a small common area and exercise room on the second floor. This is the only dormitory that has an elevator. It has an automated sprinkler system and fire alarm system monitored by Hartline security.

Ohio: A female upperclassman dormitory that houses up to 12 students. This is a one story complex which has a full kitchen and common area. The dormitory is off campus but is patrolled regularly by Campus Security. It has a fire alarm system monitored by Hartline security.

Texas: A male upperclassman dormitory that houses up to 12 students. This is a one story complex which has a full kitchen and common area. The dormitory is off campus but is patrolled regularly by Campus Security. It has a fire alarm system monitored by Hartline security.

	Fire Monitoring	Sprinkler System	Smoke Detection System	Fire Extinguishers	Evacuation Plans/ Placards	Number of fire drills each academic year
Fulton Hall	x	x	x	x	x	4
Raines Hall	x	x	x	x	x	4
Spencer Hall	x	x	x	x	x	4
Williams Hall	x	x	x	x	x	4
Ohio	x		x	x	x	2
Texas	x		x	x	x	2

	Total fires in each building	Fire #	Date	Time	Cause	Number or injuries requiring treatment	Number of deaths related to the fire	Value of property damaged by fire
Fulton Hall	0							
Raines Hall	0							
Spencer Hall	0							
Williams Hall	0							
Ohio	0							
Texas	0							

