Campus Security and Fire Safety Compliance Report
Published Fall 2015

This annual campus security and fire safety compliance report includes information on crime reporting policies and procedures, timely warnings and campus safety alerts, security policy statements, crime statistics, crime awareness and prevention programs, emergency response and notification protocols and fire safety information at Naperville Skin Institute.
Emergency Alert System

*In case of an emergency, alert information will be available on:*
  - Your Naperville Skin Institute email account
  - Campus Alert, the emergency notification system

Emergency Phone Numbers

911
Emergency Services

(630) 420-6197
Police (Non-Emergency)

(630) 420-6142
Fire (Non-Emergency)

(815) 786-7266
Campus Office
# Table of Contents

- Introduction .................................................................................................................. 3
- Crime Reporting Policies and Procedures ................................................................. 4
- Campus Security Authorities (CSA’s) .................................................................... 4
- Anonymous Reporting Procedures ........................................................................ 4
- Emergency Notification and Timely Warning Notification .................................. 5
- How To Register for the Emergency Notification System .................................... 6
- Encouragement of Prompt Reporting of Crimes or Emergencies ...................... 6
- Emergency Response on Campus .......................................................................... 6
- Medical Emergencies ............................................................................................... 6
- Fire ............................................................................................................................. 7
- Fire Safety and Security Guidelines ......................................................................... 7
- Fire Drills .................................................................................................................. 8
- Fire Alarm Inspection and Reporting ..................................................................... 9
- Response to a Fire Condition or Alarm ................................................................. 9
- G Skin & Beauty Institute’s Policy on Alcohol and Other Drugs ....................... 10
- Alcohol and Drug Abuse Resources .................................................................... 13
- Weapons ................................................................................................................. 13-14
- Sex Offender Registration ...................................................................................... 14
- Sexual Assault Awareness and Prevention ......................................................... 15
- Domestic Violence, Dating Violence, and Stalking ............................................. 17
- Bystander Intervention ........................................................................................... 17
- Notification of Outcomes ....................................................................................... 17
- Sanctions .................................................................................................................. 18
- Campus Safety and Crime Prevention ................................................................. 19
- Institution Campus Crime Statistics .................................................................... 20
- Institution Campus Fire Statistics ......................................................................... 21
- Clery Geography Map ......................................................................................... 22
Introduction

The Naperville Skin Institute 2014 Campus Crime and Fire Safety Report is published in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics (Clery Act). This report includes statistics for the previous three years concerning reported crimes that occurred on campus, and on any public property within, or immediately adjacent to, and accessible from the campus.

This report is prepared to provide updated information and programs in coordination with the Clery Act.

Campus crime, arrest and referral statistics include those reported to the designated campus authorities as well as those reports submitted anonymously.

The report also includes institutional policies concerning campus security, fire safety, alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters.

Employees and current students are notified of this report’s availability each year, which may be obtained at the Naperville Skin Institute web site at www.gskinbeautyinstitute.edu. Prospective employees and students can obtain a copy of the report upon request.

In addition to this report, the Institution maintains a daily crime and fire log of incidents committed and occurring on campus. It is available for review at the Administrative Office during business hours.
Crime Reporting Policies and Procedures
All staff and students of the Institute should report all emergencies to the village police department by calling 911. Incidents that occur that do not require immediate police protection should be reported to one of the Campus Security Authorities (CSA’s) on the campus in a timely manner. Reports involving students are forwarded to the Manager of the campus. The Manager will handle incidents when appropriate, and/or report the incident to the General Manager for consultation. Incidents will be investigated when deemed appropriate and any additional information will be forwarded to the Executive Office for review and any potential judicial action.

Campus Security Authorities (CSA’s)
Recognizing that many crimes (especially those involving sexual misconduct) are not reported to the police, the Clery Act requires schools to collect data about crimes on and around their campuses from a wide variety of sources, referred to as Campus Security Authorities (CSA’s). In addition to campus police, any member of a school’s faculty or staff with “significant responsibility for students and campus activities” is considered a CSA and has duties under the Act. The Act defines the last category of CSA’s broadly to insure complete coverage and thorough reporting of crimes. While CSA’s should be identified by function rather than title, this category typically includes General Managers, Campus Managers, Advisors, and Administrative Assistants. Because of the size of our Campus, the teaching staff has also been included as CSA’s.

Campus Security Authorities
The Clery Act defines four categories of CSA’s:
- Police
- Non-police security staff responsible for monitoring the Institution property
- People or offices designated by school policy as those to whom or which crimes should be reported; and officials with significant responsibility for students and campus activities.
- The Title IX and Clery Act Coordinator has developed a list of CSA’s for the 2015-2016 school year.

Anonymous Reporting Procedures
If you are the victim of a crime and do not want to pursue action within the Institute’s disciplinary action team, you may still want to consider making an anonymous report. With your permission, the Campus Manager can file a report on the details of the incident without revealing your identity. The anonymous report allows the Institution to maintain compliance with the applicable Federal Regulations, as well as aid in the future safety of yourself and others. With such information, the Institution can keep an accurate record of the number of incidents involving students, determine whether there is a pattern of crime with regard to a particular location, method, or assailant, and alert the Institute’s community to potential danger. Reports filed in this manner are counted and disclosed in the Institution’s Annual Security Report.
Emergency Notification and Timely Warning Notification

Naperville Skin Institute has an emergency notification system in place to provide timely information and direction to students, faculty and staff in the event of a threatening circumstance placing persons on campus in harm’s way. This system is only used for urgent messages.

The Institute issues two types of notifications in compliance with the Higher Education Opportunity Act (HEOA) of 2008. These two types of notifications are 1) Emergency Notifications and 2) Timely Warning Notices.

1. An emergency notification is triggered by an event that is currently occurring on or imminently threatening the campus. Should a situation arise in which there is a significant emergency or dangerous situation involving an immediate threat to the health or safety of the school’s community, the Executive Office will initiate an emergency notification to the community through the Emergency Notification System.

Examples of such notification are:

- Severe Weather
  - Active shooter/hostile intruder
  - Fire
  - Tornado

2. A timely warning is when a Clery Act reportable crime has occurred and represents an ongoing threat to the Institute’s community. Should this situation occur, the Executive Office will provide notification through email and/or text message.

Examples of such notification are:
- Motor vehicle theft
- Burglary
- Series of thefts on Campus
- Sexual assault (forcible and non-forcible)

The Campus manager in conjunction with the school’s President will confirm that an emergency exists or that a Clery reportable crime has occurred. Confirmation means that an institution official has verified that a legitimate emergency or dangerous situation exists. Confirmation doesn’t necessarily mean that all of the pertinent details are known are even available.

The Emergency Alert System uses a wide range of methods to communicate with the campus community regarding either the Emergency Notification or the Timely Warning Notification. Currently, The Institute uses text messages and email notifications. The Institution Official determining whether to issue an emergency notification may or may not use all of these communication methods. When issuing a Timely Warning typically only an email will be used to communicate to the campus community.

These are the people who can issue an emergency notification:
- President of the School
- Vice President of the School
Any person with information warranting an emergency notification or timely warning should report the circumstance to the Campus Manager or the Campus Administrative Assistant. A report that is filed five days after the date of the alleged incident may not allow the Administration to post a Timely Warning to the community. This type of situation or incident is evaluated on a case by case basis.

School-wide testing of the emergency notification system will occur once a year. Other efforts to alert the Institution's community on a timely basis about campus crimes and related issues include:

**Annual Reports**
Statistics are compiled on a calendar year basis and are available to the Student and Staff community and the general public.

**Daily Crime And Fire Log**
The Administrative Assistant on Campus updates the Crime and fire Log on a weekly basis, or on the date of the incident of any issue.

**Registering for the Emergency Notification System**
All students are registered for the Emergency Alert System on the day of Enrollment.

**Working Relationship with Local Police Departments**
The Institute maintains close working relationships with the City of Naperville Police Department.

**Encouragement of Prompt Reporting of Crimes or Emergencies**
Naperville Skin Institute student body is encouraged to report crimes, emergencies, and safety concerns by an Open Door Policy of the Administrative Assistant. Students need to report the name, location, and a brief description of the emergency.

**Call 911 for an immediate Emergency.**
Then report to the Campus Manager or Administrative Assistant or any CSA.

**Medical Emergencies**
Call 911 for injury or health related situations that are Life Threatening.

**Fire**
In case of a fire in the building Call 911.
Reports of fire (no matter how minor) or activated fire alarms are documented in an incident report and the Daily Log Report.
Fire Information
A fire alarm system is intended to warn occupants of abnormal conditions, to summon aid and to control facility systems to enhance the protection of life. Among the alarm system components are smoke and heat detectors which sense smoke or fire and activate the system. These are installed in hallways and paths of egress. Audible and visual signaling devices then notify occupants of the potential hazard.

Fire Safety and Security Guidelines
Smoking
Smoking is not permitted with 15 feet of any entrance of the building.

Equipment
All electrical equipment used by the students is to be unplugged when not in use.
Equipment that needs to be unplugged are:
facial steamers
microdermabrasion machines
microwave machines
facial scrubber machines
hot wax machines

Other Restricted Items
Candles

Fire Safety Precautions
The following are guidelines students should follow as precautions to an emergency or fire:

- Know at least two exits from the building. Fire evacuation plans are located above the light switch in each room of the school. Students should notify the Campus Manager if this plan is missing. This plan should not be covered or removed.
- Do not obstruct doors or hallways since it could mean the difference between life and death for someone escaping from a fire. Never leave personal belongings or trash in the hallway.
- Do not tamper with fire alarms, fire extinguishers or smoke detectors. This is a serious crime. Misuse of any fire safety equipment will result in disciplinary action.
- In the event of an alarm, all students and staff must evacuate the building through the nearest exit as quickly as possible. Once outside, move away from the building. Failure to comply with an alarm will result in disciplinary action.
- Do not return to the building until the Manager has indicated it is safe to do so.
Reminder: The lives of the student body and staff members, and your own life depend on the operation of fire safety equipment. Do not under any circumstance tamper with smoke or heat detectors, sprinklers, fire extinguishers or any alarm system.

Students found tampering with such equipment will be subject to disciplinary action and criminal prosecution.

Future Improvements in Fire Safety
A Fire Safety Program is in place and there are no future plans at this time.

Important Contact Information for Reporting Fires
- Dial 911 to report a fire
- Contact any CSA immediately

Fire Safety Education and Training
- Naperville Skin Institute employees are trained annually with the program Fire Prevention in the Office. Trainings are done in an online class format. All documents relating to this class are kept in the schools security drive, at security.naperville@gbeautyschool.com
- Fire Drills are conducted two times a year
- Students are instructed how to find all exits, the location and use of fire extinguishers, location of Emergency Evacuation procedures, and Fire Safety measures during Orientation to the program.
- All training events are logged in Google Calendar and support material/documents at security.naperville@gbeautyschool.com

Fire Drills
In order to maintain a safe environment, the Campus Manager, along with the building personnel conduct fire drills two times per year. One fire drill is announced and one is unannounced. Each student and employee needs to familiarize themselves with their work setting to determine safe routes of escape, in the event of a fire, smoke condition or fire alarm.

Fire Alarm Inspection and Reporting
Each fire alarm system and each fire extinguisher is tested and inspected annually. When a fire alarm is activated on the campus, the Police and Fire Department is notified by the monitoring company. The Campus Manager and Campus Administrative Assistant will write a report about the known cause of the fire activation. Those reports are sent to the Executive Office.
Response to a Fire Condition or Alarm
In the school, when a fire condition (visible fire, smoke, or the smell of smoke) is present or the fire alarm goes off, the entire building must be evacuated immediately until the source of the condition or alarm has been determined.
The first priority of the Campus Manager when responding to fire alarm activation is life safety and making sure that everyone is out of the building. The Fire Department will then investigate the source of the fire condition or alarm.

Occupant Response Actions:
1. If an alarm is activated:
   a. If there is smoke in the room, keep low to the floor
   b. If the doorknob is not hot, brace yourself against the door and crack it open. If there is heat or heavy smoke, close the door and stay in your room.
      a. don’t panic
      b. Seal up the cracks under the door with sheets or towels. If there is smoke in the room, crack a window open, if possible, to allow for ventilation.
      c. Hang a sheet or towel from the window to announce that you are in the room.
      Call 911 to give your exact location
   d. Wait for rescue by fire officials
2. If an alarm activates and you can evacuate
   a. Close the door behind you
   b. Leave the building by the quickest and safest route
   c. If a phone is available, dial 911
   d. Move away from the entrances
   e. Wait for clearance from the school or fire officials
3. If you believe there is a fire or fire condition and the system has not activated:
   a. Call 911 immediately
   b. Notify a CSA if possible
   c. Leave the building
   d. Move away from the entrances
   e. Wait for clearance from fire officials or school officials to return to the building

Naperville Skin Institute’s Policy on Alcohol and Other Drugs
The abuse of alcohol and drugs by any staff member or student enrolled at the Institute is incompatible with the goals of an academic Institution. In accordance with our Policy, any person found to be in possession of, or having consumed alcohol and is on the Naperville
Campus will be disciplined. In compliance with State of Illinois law, if a person is under age 21, the local authorities will be notified.

**Alcohol**

Alcohol consumption, even in low doses, significantly impairs the judgement and coordination required to perform the practical aspects of the student’s education. Low to moderate doses of alcohol also increases the incidence of aggressive behavior. Moderate to high doses of alcohol cause marked impairment in higher mental function. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects described. Repeated use can lead to dependence. Pregnant women who drink alcohol may give birth to infants with fetal alcohol syndrome.

**Other Drugs**

State law, as well as the Institute policy prohibits the medically unsupervised use, possession, sale, manufacture or distribution of any narcotic or controlled substance.

**Tobacco (Nicotine)**

Some 30 percent of cancer deaths (130,000 per year) are linked to smoking. Chronic obstructive lung disease such as emphysema are 10 times more likely to occur among smokers than nonsmokers. Smoking during pregnancy also poses serious risks such as spontaneous abortion, preterm birth, low birth weights, and fetal and infant deaths.

**Designer Drugs**

To circumvent legal restriction, underground chemists modify the molecular structure of certain illegal drugs to produce designer drugs. Many of the so-called designer drugs are related to amphetamines (MDMA,X) These substances can produce a severe neurochemical change to the brain. Narcotic type drugs (china white) can cause Parkinson's disease-like symptoms (uncontrollable tremors, drooling, impaired speech, paralysis and irreversible brain damage). Amphetamine and methamphetamine type substances cause nausea, blurred vision, chills or sweating and faintness. Psychological effects include anxiety, depression and paranoia. Designer phencyclidine causes illusions, hallucinations and impaired perception.

**Narcotics**

Narcotics initially produce feelings of euphoria followed by drowsiness, nausea and vomiting. Users may experience constricted pupils, watery eyes and itching. An overdose may produce slow and shallow breathing, clammy skin, convulsions, coma, and possible death. Addiction in pregnant women can lead to premature, stillborn or addicted infants who experience severe withdrawal symptoms.
Cocaine
The use of cocaine can cause death by cardiac arrest or respiratory failure. Immediate effects include dilated pupils, elevated blood pressure, heart rate, respiratory rate and body temperature. Occasional use can cause stuffy or runny nose, while chronic use can ulcerate the mucous membrane of the nose. Cocaine can produce psychological dependence; a feeling that the user cannot function without the drug. Crack or freebase rock is extremely addictive, and physical effects include dilated pupils, increased pulse rate, elevated blood blood pressure, insomnia, loss of appetite, tactile hallucinations, paranoia, and seizures.

Marijuana (Cannabis)
Use of cannabis may impair or reduce short-term memory and comprehension, alter one’s sense of time and reduce ability to perform tasks requiring concentration and coordination, such as driving a car. Motivation and cognition may be altered, making the acquisition of new information difficult. Marijuana can also produce paranoia and psychosis and is damaging to the lungs and pulmonary system. Marijuana smoke contains more cancer causing agents than tobacco smoke.

Anabolic Steroids
Steroid users subject themselves to more than 70 possible side effects ranging in severity from liver cancer to acne, and include psychological, as well as physical reactions. The liver, cardiovascular and reproductive systems are most seriously affected by steroid use. In males, use can cause sterility and impotence. In females, irreversible masculine traits can develop along with sterility. Psychological effects include very aggressive behavior known as “roid rage” and depression.

Hallucinogens
LSD, mescaline and psilocybin cause illusions and hallucinations. The physical effects may include dilated pupils, elevated body temperature, increased heart rate and blood pressure, loss of appetite, sleeplessness, and tremors. Sensations and feelings may change rapidly. The users may experience panic, confusion, suspicion, anxiety and loss of control. Delayed effects, or flashbacks, can occur even after use has ceased. Users of PCP report persistent memory problems and speech difficulties, depression, anxiety and often violent behavior patterns.

Depressants
The effects of depressants are in many ways similar to the effects of alcohol. Small amounts can produce calmness, relaxed muscles, but somewhat larger doses can cause slurred speech,
staggering gait and altered perception. Large doses can cause respiratory depression, coma, and death. The combination of depressants can multiply the effects of the drugs, thereby multiplying the risks. The use of depressants can cause both physical and psychological dependence.

**Alcohol and Drug Resources**
Below are alcohol and drug abuse resources available off campus.

www.alcolhicsanonymous.com  
www.narcoticsanonymous.com  
www.cocaineanonymous.com  
www.crystalmethanonymous.com  
www.marijuanaanonymous.com  
www.smartrecovery.org  
www.thewatershed.com/illinois.com  
(888) 602-6277  
www.freedomdrugrehab.com  
(877) 75101797  
24/7 Helpline  (877) 751-1797

**Weapons**
Illinois prohibits the knowing possession or carrying of any firearm on or about the person in any community college, college, or university, on the person or in a vehicle on the real property comprising any such school, in any conveyance owned, leased or contracted by a school to transport students to or from school or a school-related activity, or on the person or in a vehicle on any public way within 1,000 feet of the real property comprising such a school.9

This prohibition is subject to several exceptions, including possession for use in training courses, parades, hunting, target shooting on school ranges, or otherwise with the consent of school authorities.10 The possession of a firearm by a FOID card holder is allowed in any vehicle or concealed on or about the person when transported: 1) broken down in a non-functioning state; 2) not immediately accessible; or 3) unloaded and enclosed in a case, firearm carrying box, shipping box, or other container.11
Illinois prohibits any person age 18 or older from selling, giving or delivering any firearm to any person under age 18 in any community college, college or university, or on the real property comprising any such school.12
In Illinois, a school board must expel a student who possessed a firearm or other weapon at school, any school-sponsored activity or event, or any activity or event which bears a reasonable relationship to school, for not less than one year.4 The expulsion period may be modified by the superintendent, and the superintendent's determination may be modified by the board, on a case-by-case basis. A student subject to suspension or expulsion may be eligible for a transfer to an alternative school program.5

Weapons Training
All staff and students are trained annually in the ALICE or active shooter program.

Sex Offender Registration
In accordance with the “Campus Sex Crimes Prevention Act” of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offenders Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, G Skin & Beauty Institute is providing a link to the Illinois Department of Public Safety’s Sex Offender Registry database. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in that State at which the person is employed, carries a vocation, or is a student. The Illinois Department of Public Safety is responsible for maintaining this registry. Follow the link below to access their site:
http://www.isp.state.il.us/sor/

Sexual Assault Awareness and Prevention
Sexual Assault prevention and awareness programs are presented each semester to the Institute staff and student body. In addition to to the programs administered, printed information and videos concerning sexual assault awareness, education, resources, and victim assistance is
also available upon request. New videos and information is updated on a regular basis on the
google classroom site, titled Required.

What to do in the Event of a Sexual Assault
If you are the victim of a sexual assault, go to a safe place and call 911 for emergency help. If
you need help and support, you may go to any campus CSA for help. They can assist you in
seeking medical attention, and in contacting a support person, counselor, or a rape crisis
representative from RAINN, Rape, Abuse & Incest National Abuse Network.
• (800) 656-4673

It is very important to:
• Avoid the urge to bathe, shower or douche
• Avoid changing, cleaning, washing, or destroying clothing and/or bedding that was used
  at the time of the assault.
• Seek medical attention. The is a 48 hour time frame in which forensic evidence can be
  gathered. If you choose to file charges, any evidence taken at this time will be vital.

Victims of sexual assault or persons who have information regarding a sexual assault are
strongly encouraged to report the incident to one of the school’s CSA’s, or the campus
manager. It is the policy of the Institute to assist in the investigation of all sexual assault
complaints with sensitivity, compassion, patience, and respect for the victim. All information and
reports of sexual abuse are kept strictly confidential. Victims of sexual assault are not required
to file criminal charges or seek judicial actions through the village police department, however
they are encouraged to report the assault and partake of medical and social services.
Options Following a Sexual Assault
The Staff of Naperville Skin Institute is open to helping in any way that they can to assure that the student is able to complete their education.

Domestic Violence, Dating Violence, and Stalking
The Campus Sexual Violence Elimination (SaVE) Act imposes expanded crime reporting obligations, and it requires institutions to implement specific policies, procedures and training related to sexual violence and intimate partner violence. The SaVE Act was passed in March 2013 as part of the Violence Against Women Reauthorization Act (VAWA). The Campus SaVE Act applies to almost all institutions of higher education since it is directed toward those that participate in financial aid programs under Title IV of the Higher Education Act of 1965.

In May 2013, the United States Department of Education issued preliminary guidance clarifying that the new crime reporting rules will become effective with the Annual Security Report (ASR) due under the Clery Act on Oct 1, 2014, and stating that while institutions await regulations, the department expects them to make a “good faith effort” to comply with the new law.

Based upon a good faith review of this new and important requirement, the Institute believes that it has implemented new policies and programs to comply with this law.

Because of the small size of the institution, and the lack of any on campus housing, The Title IX Coordinator and the Clery Act Coordinator responsibility has been combined, and is working closely with the City Police Department in order to provide a safe campus for our students.

Definition of crimes as following the FBI- Uniform Crime Report

Domestic Violence
“Felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabiting with or has cohabited with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction...or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.”
Dating Violence

"Violence committed by a person-

A. who is or has been in a social relationship of romantic or intimate nature with the victim; and
B. where the existence of such a relationship shall be determined based on a consideration of the
following factors:
- the length of the relationship
- the type of relationship
- the frequency of interaction between the persons involved in the relationship"

Stalking

"Engaging in a course of conduct directed at a specific person that would cause a reasonable
person to-
- fear for his or her safety or the safety of others; or
- suffer substantial emotional distress"

Bystander Intervention

Bystander Intervention refers to safe and positive options that may be carried out by an
individual or individuals to prevent harm or intervene in situations of potential harm when there is
a risk of domestic violence, dating violence, sexual assault, or stalking against a person other
than the individual. Effective bystander intervention training prepares participants to recognize
situations of potential harm, overcome barriers to intervening, identify safe and effective
intervention options, and take action.

Notification of Outcomes

The outcome of a campus offense for a member of the student body is part of the education
record of the accused student and protected from release under Federal Education Right and
Privacy Act (FERPA), except under certain conditions. In accordance with FERPA, when a
student is accused of a policy violation that would constitute a “crime of violence” or forcible or
non-forcible sex offense, the institution will inform the alleged victim/accusing party (or if
applicable, next of kin) in writing of the final results. Such release of information may only
include the alleged student’s / accused student’s name, the violation committed and the
sanctions assigned. (if applicable) In cases of sex offenses only, the rationale for the outcome
will also be shared with all parties to the complaint.

FERPA defines “crimes of violence” to include:
- Arson
- Assault offenses
- Burglary
- Criminal homicide-manslaughter by negligence
- Criminal homicide-murder and non-negligent manslaughter
- Destruction / damage / vandalism of property
- Kidnapping / abduction
- Robbery
- Forcible sex acts

Students who bring any Title IX - related complaints against any member of the campus community will be informed in writing of the outcome of the complaint and any sanctions or responsive action that will be implemented.

Sanctions
The following sanctions may be imposed upon any student found to have violated academic conduct:
1. A faculty member may require a student to redo a class/laboratory assignment.
2. A faculty member may record an F (failure) for a particular test, examination or class/laboratory assignment that involves dishonesty.
3. A faculty member may record an F (failure) for a final course grade.
4. Academic suspension
5. Expulsion from Naperville Skin Institute

Personal and General Conduct Sanctions
The following sanctions may be imposed upon any student found to have violated the Code of Conduct. (non-academic)
1. Warning- A notice in writing to the student that the student is violating or has violated the NSI code of conduct. The notice may specify that more severe disciplinary action will occur should the student be involved in further violations during the period the warning period is in effect.
2. Probation- A notice in writing to the student that the student is violating or has violated NSI Code of Conduct and is placed on probation for a designated period of time. This notice may specify that more severe disciplinary action will occur should the
student be involved in further violations during the period of probation.
3. Loss of privileges - Denial of specified privileges for a designated period of time.
4. Suspension - Separation from NSI for a definite period of time at the student's expense for loss of hours.
5. Expulsion - Permanent separation from the program and the premises.

No-Contact Agreement
Upon request of a student after an investigation by the campus manager and general manager, a no contact agreement may be enforced between two students. These agreements are for no less than six weeks and may be reviewed at the end of that period for extension.

Campus Safety and Crime Prevention
Proactive approaches to crime prevention and campus safety include:
- CSA (Campus Security Authority) Training yearly
- Staff and students are trained yearly in Active Shooter/hostile intruder training
- Students are encouraged to leave the building in the evenings with a friend

Sexual Assault Prevention
Sexual assault awareness, education, and prevention presentations are made each year to members of the staff and to the student body. Updated presentation are made available to all new staff and students on an on-going basis on our Google Classroom Site, entitled Required.
### Crime Statistics

#### Arrests - On - Campus
- Illegal weapons possession: 0 0 0
- Drug law violation: 0 0 0
- Liquor law violation: 0 0 0

#### Arrests - Off- Campus
- Illegal weapons possession: 0 0 0
- Drug law violation: 0 0 0
- Liquor law violation: 0 0 0

#### Disciplinary Actions On Campus
- Illegal weapons possession: 0 0 0
- Drug law violation: 0 0 0
- Liquor law violation: 0 0 0

#### Disciplinary Actions Off Campus
- Illegal weapons possession: 0 0 0
- Drug law violation: 0 0 0
- Liquor law violation: 0 0 0

#### Unfounded Crimes

0 0 0

### Criminal - Offenses - ON - CAMPUS

#### Hate Crimes by Offense
- Murder/Non-negligent manslaughter: 0 0 0
- Negligent manslaughter: 0 0 0
- Sex offenses - Forcible: 0 0 0
- Sex offenses - Non-Forcible (incest and statutory rape only): 0 0 0
- Robbery: 0 0 0
- Aggravated Assault: 0 0 0
- Burglary: 0 0 0
- Motor Vehicle Theft: 0 0 0
- Arson: 0 0 0

#### Hate Crimes by Prejudice
- Race: 0 0 0
- Gender: 0 0 0
- Religion: 0 0 0
- Sexual Orientation: 0 0 0
- Ethnicity: 0 0 0
- Disability: 0 0 0
- Gender Identity: 0 0 0
- National Origin: 0 0 0

### Criminal - Offenses - OFF - CAMPUS

#### Hate Crimes by Offense
- Murder/Non-negligent manslaughter: 0 0 0
Negligent manslaughter 0 0 0
Sex offenses - Forcible 0 0 0
Sex offenses - Non-Forcible (incest and statutory rape only) 0 0 0
Robbery 0 0 0
Aggravated Assault 0 0 0
Burglary 0 0 0
Motor Vehicle Theft 0 0 0
Arson 0 0 0

**Hate Crimes by Prejudice**
Race 0 0 0
Gender 0 0 0
Religion 0 0 0
Sexual Orientation 0 0 0
Ethnicity 0 0 0
Disability 0 0 0
Gender Identity 0 0 0
National Origin 0 0 0

**VAWA Offenses On Campus**
Domestic Violence 0 0 0
Dating Violence 0 0 0
Stalking 0 0 0

**VAWA Offences Public Property**
Domestic Violence 0 0 0
Dating Violence 0 0 0
Stalking 0 0 0

**Fire Statics**
*Fire Statistics and Related Information for the Annual Fire Safety Report*

Total number of fire reported 0 0 0
Causes 0 0 0
Number of Injuries Requiring Medical Treatment 0 0 0
Number of Deaths Related to Fire 0 0 0
Value of Property Damage Caused by Fire 0 0 0

**Fire Safety Systems in G Skin & Beauty Institute**
Fire Alarm Monitoring by Monitoring Co X X X
Fire Extinguisher Service X X X
Full Sprinkler System X X X
Smoke Detection X X X
Evacuation Plans & Placards X X X
Number of Fire Drills Each Calendar Year 2 2 2

*The crime data reported by the institutions have not been subjected to independent verification by the U.S. Department of Education. Therefore, the Department cannot vouch for the accuracy of the data reported here.*
- These data do not include incidents that a) took place off campus on public property immediately adjacent to and accessible from the Campus; b) incidents at buildings/property owned or controlled by an institution but is not contiguous to the institution. For further information, see http://ope.ed.gov/security.

G Skin & Beauty Institute  
1200 Harger Road  
Oak Brook, Illinois 60523

G Skin & Beauty Institute  
17 North State St. Suite 400  
Chicago, Illinois 60602

Naperville Skin Institute  
1100 Sherman Ave. Suite 111  
Naperville, Illinois 60563

Clery Geography