

# GENE JUAREZ

---

## ACADEMY

### Annual Campus Security Report

For Disclosure October 1, 2019 – September 30, 2020

Gene Juarez Academy Annual Campus Security Report serves to advise current and prospective employees and students of crimes that have occurred on campus and adjacent sidewalks and streets for the prior three-year period. The Campus Security Report provides information regarding procedures for reporting criminal activity, dangerous actions, or other emergencies occurring on campus and policies concerning Gene Juarez Academy's response to those reports. This information is required by law and follows the guidelines for reporting including types of crimes and locations as required by the Clery Act.

#### Safety and Security Policies

##### 1. Reporting Crimes and other emergencies :

Each employee and student is encouraged to be vigilant of criminal activity, and to report any such activity that occurs on campus or in the parking lot, adjacent streets or sidewalks on either side of those streets can be reported to any Campus Security and/or local law authorities.

The Gene Juarez Campus Security Authorities are:

Campus Director	Financial Services Representatives
Academy Leadership	Title IX Coordinator
Educators	Admissions Representatives

You may report anonymously. However, a crime will be investigated once reported. You will be given information in writing on options of reporting to the police as well as what will happen and how the investigation will proceed. In the case of sexual assault, domestic violence, dating violence and stalking, you will be given resources and information on preserving evidence, if applicable.

In the event of an emergency, local law enforcement officials can be contacted by calling 911. During the school orientation, the Campus Director will inform employees and students about campus security procedures and policies, and encourage individual and community security measures.

##### 2. Emergency Notification and Evacuation

The Gene Juarez Academy will issue two types of alerts to the campus community. The Campus Director will make the decision on which type of alert is needed and to whom it is issued. If the Campus Director is not available, a Shift Manager will be designated to fulfill the responsibilities.

**Timely Warnings** – These are alerts that will communicate to all members of the campus community (staff and students) of issues of crime that may present an on-going threat. Types of Timely Warning Alerts might be for a car theft issue or if there have been a series of break in of student lockers. Timely Warnings will be issued within 24 hours of when it has been established there is a possible threat.

**Emergency Warnings** – These are alerts of a critical nature that require immediate action to preserve safety. The issues can be anything from a power outage, flood, the presence of a dangerous individual on campus or heading toward campus or other

situations that are viewed as serious. Only those students or staff who will be affected by the situation will be notified. For example, if there is a flood on Monday which is cleared by the end of the day, staff and students not on that schedule would not always be notified. Emergency Warnings will be issued as soon as the alert system can be accessed.

Evacuation Drills for the full campus community will be conducted on the following schedule:

January, March, May, July, September and November

All students and staff will participate, regardless of program. A drill log will be kept to document this activity.

3. Missing Student Notification

The Gene Juarez Academy has no on campus housing and therefore is not required to provide missing student notifications.

4. Security and Access to Campus Facilities

All staff members have access to all portions of the campus during the hours of operation. The Academy's doors are opened to employees and students at 7:30 a.m., Monday through Saturday, and remain open during normal business hours. No person will be allowed to enter before 7:30 a.m. or remain in the facility 30 minutes after closing without prior authorization from a School Official. The Campus Director is responsible to ensure all opening and closing procedures are followed. Normal business hours are: Monday - Saturday 8:00 a.m. - 7:00 p.m. The Campus is closed on Sunday.

5. Campus Law Enforcement

The Gene Juarez Academy has no Campus Law Enforcement Agency nor do we employ security personnel to monitor the campus interior, exterior or parking lots. Students who have been the victim or witness to a crime may report it to local Police in Mountlake Terrace or Federal Way as well as to the GJ Campus Security Authorities. The decision to report is up to each individual.

6. Security Awareness and Crime Prevention Programs

The Gene Juarez Academy provides a security awareness and crime prevention program consisting of personal safety awareness taught by our campus security authorities or guest speakers as well as posters and reminders which are updated quarterly. Students and staff will be informed of general safety policies and procedures during orientation.

7. Drug and Alcohol Policy

Gene Juarez Academy, in accordance with the Drug Free Workplace Act of 1988, has a policy of maintaining a drug and alcohol free workplace and educational facility. As a condition of employment or education, employees and students must comply with the terms of this policy.

Upon being hired or admitted into the Academy, each employee and student is notified that the unlawful manufacturing, distribution, dispensation, possession, and use of controlled substances (drug, alcohol and/or marijuana) are prohibited on campus facilities and grounds or in any location used for an off-site Academy or Company function. Employees and students who violate this policy will be subject to disciplinary action up to and including termination of employment or enrollment, and the pursuit of all avenues of legal recourse. The full policy can be obtained upon request from the admissions office and is available to all prospective students and staff and current student and staff.

## 8. Sexual Assault, Domestic Violence, Dating Violence and Stalking

2014 was the first year that schools were required to make a best effort to gather this information and categorize this expanded list of crimes. Our report includes Domestic Violence and Stalking as defined by Washington State Law (RCW). Dating Violence is where there is a self-defined "dating" relationship but doesn't fit the definition of Domestic Violence

## 9. Sex Offender Registration Policy

The Gene Juarez Academy does not collect or report information on registered sex offenders. We recommend that you consult <http://www.communitynotification.com> if you wish to obtain that information.

## 10. Student Disciplinary Proceedings Results

If you have reported a crime against you by another student or staff member, you will be notified of the results of the proceedings. In other words, you will be notified if the accused was found responsible by the school investigation committee.

## 11. Fire Safety Report

The Gene Juarez Academy has no on campus housing and is therefore not required to provide a fire safety report.

## **Discrimination and Sexual Harassment**

Gene Juarez Academy, in accordance with the U.S. Dept. of Education and the Civil Rights Act of 1964 and Title IX is committed to the policy that employees and students, both male and female, should be able to enjoy their work or school environment free from all forms of discrimination and harassment. Any instance of discrimination can be directed to the Title IX coordinator for each campus.

Mary Gabuat  
2222 S. 314<sup>th</sup> St  
Federal Way, WA 98003  
253-839-4338  
[maryg@genejuarezacademy.edu](mailto:maryg@genejuarezacademy.edu)

If you cannot reach the Title IX Coordinator, you may contact Brynna Entwistle, Alternate Title IX Coordinator. Ms. Entwistle can be reached at 206-368-0210. Written complaints can be sent to Brynna Entwistle 6007-A 244<sup>th</sup> ST SW, Mountlake Terrace, WA 98043.

Immediate and corrective action will be taken on any reported or known incident of discrimination, sexual harassment, sexual assault, domestic violence, dating violence and stalking.

**Crimes Reported either On Campus or Adjacent Public Property per Clery Act**  
January 1, 2016 – December 31, 2018

	North			South		
	'16	'17	'18	'16	'17	'18
Murder and Non-Negligent	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offense – Forcible	0	0	0	0	0	0
Sex Offense – Non-Forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	2	2	1	2	0
Arson	0	0	0	0	0	0
Arrests or Referral or Disciplinary						
Weapons	0	0	0	0	0	1
Drug Law Violations	0	0	0	0	0	1
Liquor Law Violations	0	0	0	0	0	0

There were no Stalking, Sexual Assault, or Dating Violence crimes reported in 2016, 2017, or 2018. There were no crime reports that were deemed unfounded.

For South Campus: The mall parking lot is considered on campus and the adjacent street is public property. Federal Way Police Department provided address specific statistics and this information is included.

For North Campus: The parking lot was considered on campus and was controlled by the campus. Statistics for Mountlake Terrace include only crimes reported to Lexis Community Crime Map.

No hate crimes were reported on-campus or on public property at either campus for 2016, 2017, or 2018. Neither campus operates nor controls dormitories or residence halls.

The U.S. Department of Education defines the following as on-campus or public property:

On-Campus – (1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and (2) Any building or property that is within or reasonably contiguous to part (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as food or other retail vendor). Public Property – All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

**FERPA**

Student records are protected under the Federal Education Right to Privacy Act. Directory information including name, program, dates of attendance and completion or withdrawal status are available without a release. Students may opt out of directory information. If a student opts out, the academy will only release this information with a specific signed release from the student.

If a student is under 18 at the time of the request for information, a parent or guardian must provide a signed release on the student’s behalf. The full policy can be found in the Student Catalog.