



412.922.1234  
www.bsp.edu

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# Annual Security Report

## Crime and Safety Information

Updated 9/05/2025

**This report is required by federal law and contains policy statements and crime statistics for the school.**

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement. Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or "statutory" damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For "willful" infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys' fees. For details, see Title 17, United States Code, Sections 504, 505. Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense. For more information, please see the Web site of the U.S. Copyright Office at: [www.copyright.gov](http://www.copyright.gov).HEA section 485(a).

The Barber School of Pittsburgh (BSP), in compliance with the Federal Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act and the Higher Education Opportunity Act (HEOA), has prepared this publication and made it readily available to all current students, prospective students and employees. This report is required by federal law and contains crime statistics for the Barber School of Pittsburgh campuses: Pittsburgh and Monroeville location. This report will address BSPs policies and procedures concerning safety and security, including policies for responding to emergency situations and sexual offenses. Statistics are included for certain types of crimes that were reported to have occurred on campus, in or on any building or property owned or controlled by the school and on public property used by the school within or immediately surrounding the campuses. All policies and procedures contained in this report are applicable for both Barber School of Pittsburgh campus locations: Pittsburgh and Monroeville. Criminal Statistics are separated for each campus location.

### **PREPARATION AND DISCLOSURE OF CRIME STATISTICS**

Annually, students and employees will receive written notification of the availability of the Annual Security Report on or before October 1<sup>st</sup>. This report will be made available in its entirety at our website at [www.bsp.edu](http://www.bsp.edu) and paper copies of this report may be requested from the Administration Office by calling 412-922-1234 or emailing the request to [admin@bsp.edu](mailto:admin@bsp.edu).

This report contains statistics on crimes reported on any designated reporting location (see below). This report is prepared by the School Director in cooperation with local law enforcement. The crime statistics include those reported to BSP School Director and local law enforcement. These statistics may also include crimes that have occurred in public areas, not owned or controlled by BSP, but utilized by our students and employees.

### **CAMPUS SECURITY AUTHORITIES**

Chris Lund – Director of Operations	412-458-6035
Instructors	In Person Only

In the event the Administration Office is closed and a security situation arises, the instructor on duty should immediately be notified.

#### **Pittsburgh Campus**

Pittsburgh Police Department	911
Pittsburgh Fire Department	911
Pittsburgh Emergency Services	911
Pittsburgh Non-Emergency	311 or request a 311 form
Allegheny General Hospital	412-359-3131
Children’s Hospital of Pittsburgh	412-692-5325
CDC	800-232-4636
Poison Control	800-222-1222

#### **Monroeville Campus**

Monroeville Police Department	911
Monroeville Fire Department	911
Monroeville Emergency Services	911
Monroeville Non-Emergency	412-856-1111
UPMC-East	412-357-3000
Children’s Hospital of Pittsburgh	412-692-5325
CDC	800-232-4636
Poison Control	800-222-1222

## **DESIGNATING REPORTING LOCATIONS**

The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act and the Higher Education Opportunity Act (HEOA) require that the Barber School of Pittsburgh report crimes on campus, and campus buildings or properties that meet all of the following criteria:

- Barber School of Pittsburgh owns or controls them;
- They are reasonably contiguous to one another;
- They directly support or relate to the Barber School of Pittsburgh's educational purposes.

We report on all property, streets, parking lots and sidewalks surrounding/bordering our campuses located at:

**Pittsburgh Campus** – 1201 Banksville Road, Pittsburgh, PA 15216.

**Monroeville Campus** – 5056 William Penn Highway, Monroeville, PA 15146.

## **HOW TO REPORT A CRIME**

Any and all suspicious activity or person seen in the parking lots loitering around vehicles and inside or around school buildings should be reported to a Campus Security Authority. If you witness or become aware of any criminal offenses or suspected criminal offenses occurring on any BSP campus, please contact a Campus Security Authority or dial 911 immediately.

When speaking with a 911 operator, please provide him/her with the following information.

- **GIVE YOUR LOCATION:** If you know the physical address, provide that information to the dispatcher. If you do not know the physical address of the emergency, provide as much detail as possible. Use landmarks and other easily recognizable items to describe your location.
- **DESCRIBE THE NATURE OF THE EMERGENCY:** Provide a clear concise description of the emergency. Be sure to include all the information you know including the alleged crime, the victim(s), the perpetrator(s), and any other pertinent facts.
- **STAY ALERT:** Be prepared to answer the dispatcher's questions or to follow the instructions provided. Do your best to remain calm; if you panic, you are more likely to make the situation worse than help alleviate it. Follow any instructions exactly as the dispatcher describes.

Students, faculty, and staff are encouraged to use common sense and implement risk reduction measures to help deter crimes against persons and property.

## **ACCURATE AND PROMPT CRIME REPORTING**

Students, employees, community members and guests are encouraged to report all crimes and public safety related incidents to the Barber School of Pittsburgh Administration and/or to local law enforcement in a timely manner. Prompt reporting of the situation and the subsequent action taken by appropriate authorities will ensure issues are quickly investigated and resolutions implemented. Accurate and prompt reporting ensures increased safety for all. BSP does not have a police or security department on campus.

## **VOLUNTARY CONFIDENTIAL REPORTING**

If you are the victim of a crime and do not want to pursue action with the criminal justice system or the Barber School of Pittsburgh, you may still want to consider making a confidential report. With your permission, the School Director can file a report detailing the incident without revealing your identity. The purpose of a confidential report is to comply with your request to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the Barber School of Pittsburgh can keep an accurate record of the number of incidents involving students and employees, determine where there is a pattern of crime with regard to a particular location, method or assailant and alert the Barber

School of Pittsburgh community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the school. BSP does not currently have reporting procedures that encourage pastoral and professional counselors.

## **CRIME STATISTICS**

The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act and the Higher Education Opportunity Act (HEOA) require reporting of specific criminal act reports – not necessarily convictions. Because a criminal act or suspicion of an act was reported, does not necessarily mean that such an act actually occurred or that specific individuals were convicted of the act. The Clery requirements are for disclosure of reports of criminal activity or suspected criminal activity and classification of crimes based on the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting Handbook (UCR).

Crimes reported in the Crime Statistics Reporting Table by type and for the most recent three (3) year period. The Barber School of Pittsburgh does not have on-campus housing, so no fire statistics are reported nor is there any entry in the on-campus housing facilities column of the table. The Crime Statistics Reporting Table is located later in this report.

A second crime report, if applicable, for the most recent three (3) year period is also made in the narrative form for reported Hate Crimes. Hate Crimes are those acts designated by the FBI in their publications entitled "Uniform Crime Reporting Hate Crime Data Collection Guidelines" and "Training Guide for Hate Crime Data Collection". For sex offences only, The Barber School of Pittsburgh uses definitions from the FBI's National Incident Based Reporting System (NIBRS) edition of the UCR. The Hate Crime Reporting Table is located later in this report.

## **CRIME DEFINITIONS**

It is important that one understands that the legal definition of what constitutes a crime may vary depending upon the jurisdiction where the crime is alleged to have occurred. The following crime definitions are used by school officials when a crime is reported. Statistics for the crimes listed must be tracked to ensure compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998.

*Murder & Non-Negligent Manslaughter*- the willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.

*Negligent Manslaughter*- the killing of another person through gross negligence.

*Sex Offenses*- any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent. Attempted sexual assaults are included.

*Rape*- the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

*Fondling*- the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.

*Incest*- non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

*Statutory Rape*- non-forcible sexual intercourse with a person who is under the statutory age of consent.

*Dating Violence*- violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. For the purpose of this definition, dating violence includes, but is not limited to, sexual or physical abuse or a threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

**Domestic Violence**- a felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a common child; or, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; or, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or by any other person against an adult or youth who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Sexual Assault**- is an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's UCR program.

**Stalking**- is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others; or suffer substantial emotional distress.

**Robbery**- the taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

**Aggravated Assault**- an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed. Aggravated assault includes poisoning (date rape drug, etc.)

**Burglary**- the unlawful entry of a structure to commit a felony or a theft. For reporting purposes, this definition includes unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

**Motor Vehicle Theft**- the theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned, including joy riding).

**Arson**- the willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another kind.

**Liquor Law Violations**- the violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

**Drug Abuse Violations**- violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non- narcotic drugs (barbiturates, Benzedrine).

**Weapon Law Violations**- the violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

**Hate Crime**- a crime reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For the purpose of this reporting, the categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.

**Unfounded Crimes**- occasionally, an agency will receive a complaint that is determined through investigation to be false or baseless. In other words, no crime occurred. If the investigation shows that no offense occurred nor was attempted, then it must be classified as being unfounded. The recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with prosecution, or the failure to make an arrest does not unfound a legitimate offense. Also, the findings of a coroner, court, jury, or prosecutor do not unfound offenses or attempts that law enforcement investigations establish to be legitimate. U.S. Department of Justice, Federal Bureau of Investigation (2004) Uniform Crime Reporting Handbook pp 77, 78.

## **TIMELY WARNINGS**

In the event that a situation arises, either on or off campus, that, in the judgment of the Barber School of Pittsburgh, constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued. The warning will be issued by the School Director/Designee through all available means of mass communication including, but not limited to, in person (verbally), e-mail, text message (if available), and bulletins posted on building entrances and exits, to students and employees.

Anyone with information warranting a timely warning should report the circumstances to School Administration, by phone at 412-458-6035 or in person at the Administration Office. If the Administration Office is closed, these circumstances should immediately be reported to the instructor on duty.

## **EMERGENCY NOTIFICATIONS**

Based on the particular circumstances of a crime, the BSP's School Director/Designee may issue an emergency notification upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees and/or guests occurring on the campus. Notification will be issued through all available means of mass communication including, but not limited to, verbally in person, e-mail, text message (if available), and bulletins posted on building entrances and exits, to all affected individuals. BSP will without delay and taking into account the safety of the community determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Refer to page 1 under "Campus Security Authorities" for a list of people, organizations and titles for executing an emergency response and evacuation procedure.

Anyone with information warranting an emergency notification should report the circumstances to School Administration, by phone at 412-458-6035 or in person at the Administration Office. If the Administration Office is closed, these circumstances should immediately be reported to the instructor on duty.

### Emergency Evacuation Procedures

These basic evacuation procedures are to be observed when exiting the building during any emergency or crisis. Public safety officials or law enforcement officers will provide and specialized evacuation instructions if necessary.

- All buildings evacuations will occur when an alarm sounds and/or when ordered by campus/public safety officials or law enforcement.
- Exit the building in calm, orderly manner through the nearest exit; if time permits, refer to the evacuation route posted in the room they are currently occupying.
- Walk in single file line and stay to the right when exiting the building; keep noise to a minimum and to refrain from pushing others.
- Do not use the elevators, if applicable, during an evacuation.
- Once outside, proceed to the designated area at least 500ft. away from the building; await further instructions from school officials, public safety officials, or law enforcement.
- Return to the building when given permission by campus/public safety officials or law enforcement.

Clery regulations require emergency notification methods are tested drills, exercises and appropriate follow-through activities for the purpose of assessment and evaluation of emergency plans and capabilities. These tests are conducted and documented twice a year. Evacuation Tests can be either announced or unannounced. Administrators communicate to the instructors who in turn communicate to the students about any evacuations. There is signage posted where to go in the event of an evacuation. Administrators and instructors follow procedures after the evacuation to ensure the safety of everyone in the school. A log of each year's test is published and found within the Annual Security Report binder found in the Administration Office. Any person can request a copy of these published testing documents at any time.

## **SECURITY AND ACCESS TO CAMPUS FACILITIES**

During business hours, the Barber School of Pittsburgh campuses will be open to students, employees and guests. Students, employees and guests are required to enter through the Main Front Entrance door. Guests are required to check in at the front desk. During non-business hours, access to all school facilities is by key, if issued, or by admittance via the School Director or Employee. In the case of periods of extended closing, the Barber School of Pittsburgh will admit only those with prior written approval from the School Director.

Students and instructors wear barber smocks that identify them as students or employee. The schools are small enough that unknown individuals are readily identifiable and, if they have not signed in at the front desk, are questioned as to the nature of their business. The entire school buildings, including all entrances and exits are under camera surveillance. The cameras record the data and can be reviewed within 15 days. Both school buildings are also electronically secured during non-business hours through a security system.

The Barber School of Pittsburgh's students, employees and guests at the Pittsburgh location use parking spaces on the side and rear of the school. This is a private parking lot owned by the Barber School of Pittsburgh.

The Barber School of Pittsburgh's students, employees and guests at the Monroeville location use a parking area in front of the school and is a public parking lot run by the Zamagias Properties. There is no formal agreement regarding the use of the public parking between Barber School of Pittsburgh and Zamagias Properties.

There are no campus housing facilities affiliated with any school campus.

## **CAMPUS LAW ENFORCEMENT**

The Barber School of Pittsburgh has identified Campus Security Authorities, who have authority at Barber School of Pittsburgh campuses and buildings or properties that meet the previously mentioned criteria on page 1 of this report, but these individuals are not trained in security and are not able to make arrests. They do have the authority to ask persons for identification and to determine whether individuals have lawful business at the Barber School of Pittsburgh. Their role is to identify and address any safety concerns to the students or employees. Criminal incidents are referred to the local police who have jurisdiction on the campus. The School Director maintains a highly professional working relationship with the local police departments. All crime victims and witnesses are strongly encouraged to immediately report the crime to a Campus Security Authority and the appropriate police agency. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

The Barber School of Pittsburgh does not have pastoral or professional counselors in their employ. If a student or employee is in need of counseling services and requires direction, they can contact School Administration for contact information regarding available community resources.

## **SECURITY AWARENESS/CRIME PREVENTION PROGRAMS**

During orientation, students are provided information on security awareness and safety tips. Slide presentations or verbal communication outline ways to maintain personal safety and campus security. Students are told about crime on-campus and in surrounding neighborhoods. Similar information is presented to new employees.

Throughout the year, the school will provide crime prevention/awareness sessions on topics such as dating violence, domestic violence, sexual assault and stalking, in addition to drug and alcohol education.

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

Any information regarding the safety of students and employees will be communicated via paper bulletins, in-class announcements, mass emails and text messages (if applicable).

### **OFF CAMPUS STUDENT ORGANIZATIONS**

The Barber School of Pittsburgh does not have any off-campus student organizations.

### **ALCOHOLIC BEVERAGES**

The possession, sale or furnishing of alcohol on any school campus is governed by Pennsylvania state law and the Barber School of Pittsburgh Drug/Alcohol policy which is stated in the student catalog and employee handbooks. Laws regarding the possession, sale, consumption or furnishing of alcohol is controlled by the Pennsylvania Liquor Control Board. However, the enforcement of alcohol laws on school property is the primary responsibility of Barber School of Pittsburgh School Administration. It is a violation of the Barber School of Pittsburgh Alcohol Policy for anyone to consume or possess alcohol in any public or private area of school property.

### **CONTROLLED SUBSTANCES/ILLEGAL DRUGS**

The Barber School of Pittsburgh has been designated “Drug free”. The possession, sale, manufacture, or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the Barber School of Pittsburgh. Violators are subject to school disciplinary action, criminal prosecution, fine and imprisonment.

### **DRUG AND ALCOHOL ABUSE EDUCATION**

The Barber School of Pittsburgh is required by the U.S. Department of Education to implement a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees. The program provides services related to drug use and abuse including dissemination of informational materials, referrals to counseling services and school disciplinary actions. This compliance with the U.S. Department of Education Drug Prevention Programs of the Higher Education Act is a condition of the school's eligibility to participate in Title IV (Pell Grant and Federal Direct Loan) programs.

The Barber school of Pittsburgh strongly recommends that any student or employee with a drug or alcohol addiction or dependency seek counseling, treatment or rehabilitation. The following is a list of resources for locating such treatment:

- National Drug Information Treatment and Referral Hotline: 800-662-HELP (4357)
- AlcoholAndDrugHelpline.com: 866-266-1005
- Pittsburgh Substance Abuse Helpline: 412-532-1780

### **DISCLOSURES TO ALLEGED VICTIMS OF CRIMES OF VIOLENCE OR NON-FORCIBLE SEX OFFENSES**

*Violent crimes*-those offenses which involve force or threat of force including murder and non-negligent manslaughter, forcible rape, robbery, and aggravated assault.

*Non-forcible sex offense-unlawful, non-forcible sexual intercourse*: a) incest - non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law, and b) statutory rape - non-forcible sexual intercourse with a person who is under the statutory age of consent.

The School Director/Designee, upon written request, disclose to the alleged victim of a crime of violence or a non-forcible sex offense, the results of any investigation, disciplinary hearing, or resolution process conducted by the school against a student or employee who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased because of a crime of violence or non-forcible sex offense, BSP will provide the results of the disciplinary hearing or resolution process to the victim's next of kin, if so requested.

Note: The School Director/Designee will provide both the accused and the accuser with simultaneous written notification of any result of any institutional disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault or stalking. In these cases, it is not necessary for a victim to make a written request to the university.

## **PREVENTING AND RESPONDING TO SEXUAL MISCONDUCT**

Barber School of Pittsburgh prohibits all criminal activity, which also includes prohibiting the crimes of dating violence, domestic violence, sexual assault, and stalking. The Barber School of Pittsburgh provides information from the Pittsburgh/Monroeville Police Department and the Pennsylvania Coalition Against Rape (PCAR) about sexual assault education and information programs to the Barber School of Pittsburgh students and employees upon request. Literature and information on date rape education, risk reduction, bystander intervention, and other topics are available in the Administrative Office. A “bystander” is someone other than the victim who is present when an act of sexual assault or relationship violence is occurring or when a situation is occurring in which a reasonable person feels as though some protective action is required. Examples of bystander intervention include but are not limited to: calling police when a potentially violent situation is unfolding or intervening when someone is being sexually harassed, potentially stalked, or degraded.

Barber School of Pittsburgh provides ongoing prevention and awareness campaigns for students and employees regarding dating violence, domestic violence, sexual assault and stalking. Programs, such as New Student Orientation, New Employee Orientation, and semi-annual employee meetings consist of prevention and awareness programs for all students and staff.

## **TITLE IX COORDINATOR**

The School’s Title IX Coordinator is responsible for monitoring and overseeing the school’s compliance with Title IX and the prevention of sexual harassment, sexual misconduct and discrimination. The Title IX Coordinator is:

- Knowledgeable and trained in school policies and procedures and relevant state and federal laws;
- Available to advise any individual, including a complainant, respondent, or a third party, about school and community resources and reporting options;
- Available to provide assistance to any school employee regarding how to respond appropriately to a report of Title IX-related prohibited conduct and related retaliation;
- Participates in ensuring the effective implementation of the Sexual Misconduct Policy, including monitoring compliance with all procedural requirements, record keeping, and timeframes; and
- Responsible for overseeing training, prevention, and education efforts and annual reviews of climate and culture.

Inquiries or concerns about Title IX may be referred to the School’s Title IX Coordinator:

Chris Lund, Director of Operations  
1201 Banksville Avenue  
Pittsburgh PA 15216  
Phone: 412-458-6035  
Email: director@bsp.edu

## **PROCEDURES FOR VICTIMS OF SEXUAL MISCONDUCT**

If you are a victim of a sexual assault, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The Barber School of Pittsburgh strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation.

## **EVIDENCE PRESERVATION**

Victims of sexual assault, domestic violence or dating violence should consider seeking medical attention as soon as possible. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen where they were assaulted so that evidence necessary to prove criminal activity may be preserved. In circumstances where the victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address health concerns. Victims of sexual misconduct are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful in connection with a school or police investigation.

## REPORTING

Victims of sexual misconduct may file a report with the local police department. Victims may also file a report with the school's Title IX Coordinator. Filing a report with the Title IX Coordinator will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions. Filing a police report will:

- ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim;
- provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later;
- assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

## SUPPORT

When a sexual assault victim contacts the police department, a Pittsburgh/Monroeville Police Specialty Investigation Unit may be notified as well. The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system and the Barber School of Pittsburgh, or only the latter. A representative from the Pittsburgh/Monroeville Police Department or the school's Title IX Coordinator will guide the victim through the available options and support the victim in his or her decision. Counseling and support services outside the Barber School of Pittsburgh can be obtained through the PCAR. *BSP does not provide counseling or health care services. Personal counseling offered by the school will be limited to initial crisis assessment and referral.*

Sexual misconduct crisis and counseling options are available locally and nationally through several agencies, including:

- Pennsylvania Coalition Against Rape (PCAR) – [pcar.org](http://pcar.org) - 1-888-772-7227
- Center For Victims – [centerforvictims.org](http://centerforvictims.org) – 1-866-644-2882
- Women's Center and Shelter of Greater Pittsburgh – [wcpittsburgh.org](http://wcpittsburgh.org) – 412-687-8005
- National Center for Victims of Crime (NCVC) – [victimsofcrime.org](http://victimsofcrime.org) – 1-800-394-2255
- National Domestic Violence Hotline – [thehotline.org](http://thehotline.org) - 1-800-799-7233

The school's Title IX Coordinator will work with all students affected by sexual misconduct to ensure their safety and support their wellbeing. This assistance may include providing accommodations, whether a victim decides to report the incident or not, to support or protect a student after an incident of sexual misconduct and/or while an investigation or disciplinary proceeding is pending. Such accommodations may include the ability to alter class schedules, withdraw from/retake a class without penalty, and access academic support (e.g., tutoring). The school may be able to provide additional interim measures to victims while an investigation is pending, such as no contact orders and changing the alleged perpetrator's class schedule. Students who report an incident of sexual misconduct may also be able to obtain a formal protection order from a civil or criminal court. The school will work with the student and the applicable court to assist in the enforcement of any such protective orders.

## PROCEDURES FOR FILING A FORMAL COMPLAINT WITH THE SCHOOL

A formal complaint is a document filed by an individual who is alleged to be the victim of sexual misconduct (complainant) or signed by the school's Title IX Coordinator alleging sexual misconduct against an individual who has been reported to be the perpetrator of conduct that could constitute sexual misconduct (respondent) and requesting that the school investigate the allegation of sexual misconduct. Requirements for filing a formal complaint with the school include:

- At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in the education program or activity of the school with which the formal complaint is filed;
- A formal complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information listed above.
- A formal complaint must contain the Title IX Coordinator's or the Complainant's digital or physical signature. Where the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or a party during a grievance process and must comply with requirements for Title IX personnel to be free from conflicts and bias.

NOTE: A respondent will be presumed innocent prior to investigative and decision-making process.

## INVESTIGATION

The School's Title IX Coordinator oversees the school's investigation, response to, and resolution of all reports of prohibited sexual misconduct, and of related retaliation, involving students, faculty, and staff. The Title IX Coordinator will designate an investigator (or team of investigators) to interview the complainant, respondent, and any witnesses. The investigator will also gather pertinent documentary materials (if any) and other information.

In response to all complaints, BSP is committed to providing a prompt and equitable resolution through a reliable and impartial investigation, formal or informal meetings and hearings, including the opportunity for both parties to present witnesses or other evidence. This investigation proceedings will be completed within 30 days of receipt of complaint.

During school proceedings involving sexual misconduct the accused and the victim will each be allowed to choose one person who has had no formal legal training to accompany them throughout an investigation.

## FINAL OUTCOME

Upon completion of a thorough investigation, the School Director/Decision Maker will review the case and both the victim and accused will be informed, simultaneously and in writing, of the final outcome of the hearing/investigation. In addition, both parties will be provided an opportunity to appeal the decision within 10 calendar days of receiving the final outcome. A student found guilty of violating the Barber School of Pittsburgh sexual misconduct policy could also be criminally prosecuted in the state courts. Barber School of Pittsburgh honors orders of protection, "no contact" orders, restraining orders or similar lawful orders issued by a criminal, civil, or tribal court or by the school, if such changes are readily available.

## SANCTIONS

Disciplinary proceedings and sanctions used by Barber School of Pittsburgh in cases of alleged dating violence, domestic violence, sexual assault, or stalking will be:

- Fair and appropriate given the facts of the particular case;
- Consistent with the School's handling of similar cases;
- Adequate to protect the safety of the campus community; and
- Reflective of the seriousness of the sexual misconduct.

The School Director/Decision Maker will consider relevant factors, including if applicable: (1) the specific sexual misconduct at issue (such as penetration, touching under clothing, touching over clothing, unauthorized recording, etc.); (2) the circumstances accompanying the lack of consent (such as force, threat, coercion, intentional incapacitation, etc.); (3) the respondent's state of mind (intentional, knowing, bias-motivated, reckless, negligent, etc.); (4) the impact of the offense on the complainant; (5) the respondent's prior disciplinary history; (6) the safety of the School community; and (7) the respondent's conduct during the disciplinary process.

The school may impose any one or more of the following sanctions on a student determined to have violated the policy:

- Reprimand/warning
- Changing the respondent's academic schedule
- Disciplinary probation
- Restricting access to School facilities or activities
- Community service
- Issuing a "no contact" order to the respondent or requiring that such an order remain in place
- Dismissal or restriction from School employment
- Suspension (limited time or indefinite)
- Expulsion

In addition to any other sanction (except where the sanction is expulsion), the school will require any student determined to be responsible for a violation of the policy to receive appropriate education and/or training related to the sexual misconduct violation at issue. The school may also recommend counseling or other support services for the student.

The standard of proof in all cases is “preponderance of the evidence”. Barber School of Pittsburgh when conducting a disciplinary proceeding is prompt, fair and impartial from the initial investigation to the final result.

#### **CONFIDENTIALITY**

Barber School of Pittsburgh protects the confidentiality of the victim(s) and other necessary parties regarding any student information, which includes dating violence, domestic violence, sexual assault, and/ or stalking. Barber School of Pittsburgh adheres to a strict policy of non-disclosure to any party other than the student and law enforcement, if applicable. In accordance to the Violence Against Women Act of 1994 and Clery Act reporting, Barber School of Pittsburgh’s publicly available recordkeeping does not include personally identifiable information about the victim, which includes but is not limited to name, physical address, contact information, state identification numbers, student identification numbers, date of birth, racial/ethnic background and/or religious affiliations that would serve to identify any individual. Barber School of Pittsburgh will make necessary and confidential accommodations or protective measures for any victim that are reasonably available.

Options include but are not limited to transferring to another class or campus. When a student or employee reports to the school that the student or employee has been a victim of dating violence, domestic violence, sexual assault or stalking, whether the offense occurred on or off campus, Barber School of Pittsburgh provides the student or employee a written explanation of their rights and options.

#### **SEX OFFENDER REGISTRATION**

In accordance to the “Campus Sex Crimes Prevention Act” of 2000, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, the Barber School of Pittsburgh provides a link to the PA Megan’s Law Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the school community where law enforcement information 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 that state at which the person is employed, carries a vocation, or is a student. The Pennsylvania State Police are responsible for maintaining this registry. Follow the link below to access the PA Megan’s Law Sex Offender Website.

<http://www.pameganslaw.state.pa.us/>

**ANNUAL SECURITY REPORT**

The Barber School of Pittsburgh campuses' current annual security reports are available below. This report is required by federal law and contains policy statements and crime statistics for the school campuses. The policy statements address the school policies, procedures and programs concerning safety and security. The most recent three years' reported statistics are included for certain types of crimes that were reported to have occurred on campus and on public property within or immediately adjacent to the campus. A daily crime log is available

The Barber School of Pittsburgh does not have any non-campus buildings or property.

**PITTSBURGH CAMPUS**

Offenses	On Campus Property			Public Property		
	2022	2023	2024	2022	2023	2024
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
<b>VAWA Offenses</b>	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
<b>Arrests &amp; Disciplinary Referrals</b>						
Arrests: Weapons: carrying, possessing, etc.	0	0	0	0	0	0
Disciplinary Referrals: Weapons: carrying, possessing, etc.	0	0	0	0	0	0
Arrests: Drug Abuse Violations	0	0	0	0	0	0
Disciplinary Referrals: Drug Abuse Violations	0	0	0	0	0	0
Arrests: Liquor Law Violations	0	0	0	0	0	0
Disciplinary Action: Liquor Law Violations	0	0	0	0	0	0

**HATE CRIMES**

There were no reported hate crimes for the years 2022, 2023 and/or 2024.

**UNFOUNDED CRIME REPORTS**

There were no unfounded crime reports for the years 2022, 2023 and/or 2024.

**MONROEVILLE CAMPUS**

<b>Offenses</b>	<b>On Campus Property</b>			<b>Public Property</b>		
	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
<b>VAWA Offenses</b>	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
<b>Arrests &amp; Disciplinary Referrals</b>						
Arrests: Weapons: carrying, possessing, etc.	0	0	0	0	0	0
Disciplinary Referrals: Weapons: carrying, possessing, etc.	0	0	0	0	0	0
Arrests: Drug Abuse Violations	0	0	0	0	0	0
Disciplinary Referrals: Drug Abuse Violations	0	0	0	0	0	0
Arrests: Liquor Law Violations	0	0	0	0	0	0
Disciplinary Action: Liquor Law Violations	0	0	0	0	0	0

**HATE CRIMES**

There were no reported hate crimes for the years 2022, 2023 and/or 2024.

**UNFOUNDED CRIME REPORTS**

There were no unfounded crime reports for the years 2022, 2023 and/or 2024.