

Wave Leadership College Security Report

**This document contains Wave Leadership
College Security policies, procedures, and crime
statistics.**

Updated September 2018

The College's Security Department

Wave Leadership College (WLC) Security Department (WLCSD) is responsible for reporting security violations on the WLC campus and areas associated with off-campus housing. WLC is located at 1000 N. Great Neck Road Virginia Beach, VA and is located on the property of Wave Church. Off-campus housing is located at 624 Suhtai Court Virginia Beach, VA. WLCSD is staffed by a director who reports to the college's Executive Vice President and an assistant who reports to the director. WLCSD operates year round providing safety and security training, collecting data, and reporting offences as required by the Clery Act.

Working Relationships – Law Enforcement Agencies

Wave Leadership College Security Department works with city, state, and federal law enforcement as required. Agencies cooperate whenever possible on investigations and crime prevention programs to provide the best possible security services to our campus. WLCSD does not have a standing Memorandum of Understanding (MOU) with any law enforcement agency.

Education of Members of the WLC Community

The Wave Leadership College community consists of students, staff, and faculty. WLC provides annual training to address campus security policies, crime prevention strategies, reporting procedures, evacuation procedures, and shelter in place procedures. This training is provided online and tracked for each student, staff and faculty member. WLCSD will provide additional crime prevention and security awareness presentations as requested.

General Procedures for Reporting a Crime or Emergency

Local community members, students, faculty, staff, and guests are encouraged to report all crimes to WLCSD or law enforcement. To report a crime, call 757-401-6422 and ask for the "Wave Leadership College Security Director" or call 911. WLCSD will take appropriate action, either by contacting law enforcement, asking the caller to make a written statement, and/or notifying the WLC community via a "Crime Alert."

All WLCSD incident reports involving students are forwarded to WLC Dean of Students and Executive Vice President. WLCSD will investigate all incident reports and any information obtained during the investigation will be forwarded to appropriate officials. If assistance is required from the Virginia Beach Police Department, Virginia State Police, or a federal agency, WLCSD will contact them.

Notification to the WLC Community about Reported Crimes

In order to provide timely notices to the WLC community and in the event of a serious incident which may pose an ongoing threat to the members of the WLC, an email and text titled "Crime Alert" is sent to all students and employees. Updates to the WLC community about any particular case resulting in a "Crime Alert" may be distributed via email, text and/or may be posted on the campus website. Crime Alerts are distributed, but are not limited to, the following Uniformed Crime Reporting Program (UCR), National Incident Based Reporting System (NIBRS) classifications: arson, criminal homicide, robbery, and other classifications as deemed appropriate. Cases of aggravated assault and sex offenses are considered on a case by case basis, depending on the facts of the case and the information known by WLCSD.

Reporting Methods Available on Campus

Wave Leadership College Security Department can be contacted by calling 757-401-6422 and asking for the Wave Leadership College Security Director. A person reporting a crime to WLCSD also has the right to report the crime to the Virginia Beach Police Department (VBPD).

Off-Campus Crime

If the Virginia Beach Police Department is contacted about criminal activity occurring off campus which involves WLC students, VBPD may notify WLCSD. However, there is no official VBPD policy or requirement to do so. Students in these cases may be subject to arrest by VBPD and disciplinary and/or administrative actions by WLC.

Confidential Reporting Procedures

If you are the victim of a crime but do not want to pursue action within WLC or the criminal justice system, you may still make a confidential report. With your consent, the WLCSD can file a report of incident details without revealing your identity. The purpose of a confidential report is to pursue steps to increase security while honoring your desire to maintain confidentiality. By including information from confidential reports, WLC can maintain a record of incidents involving students, employees, and visitors; identify crime patterns associated with specific locations, methods, or assailants; and alert the WLC campus to potential danger. Reports filed as confidential are counted and disclosed in the annual crime statistics for WLC.

Emergency Medical Response Procedures

Wave Leadership College community and visitors should report any medical emergency situation by calling 911. Only after 911 has been contacted, should WLCSD be notified.

Access to Campus Facilities

The WLC campus is open to the public, even though it is on Wave Church property. The portable classrooms, which include the computer lab, are outside of the main structure and are typically secured when class is not in session. However specific staff and faculty can assess the spaces as needed. The other classrooms are within the physical structure of Wave Church. Access to this area, which includes the library, coincides with when the doors to Wave Church are unlocked (8:00am to 8:00pm, seven days a week).

Access to some of the classrooms is controlled by card access or cypher lock access after normal business hours and these buildings have varied levels of access. The academic and administrative offices have additional locks and are accessible from 9:00-5:00 Monday to Friday. For information about access to a specific space contact the WLCSD at 757-401-6422 or WLC at 757-401-6125.

Maintenance of Campus Facilities

Facilities and landscaping are maintained to minimize unsafe conditions. WLC reports faulty lights and other physical conditions that may lead to unsafe environments to Wave Church for rectification. Members of the WLC community are encouraged to report faulty equipment or unsafe conditions to WLCSD.

Crime Statistics

The information below provides context for the crime statistics reported as part of compliance with the Clery Act. The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the WLC community obtained from the WLCSD and the VBPD. For statistical purposes, crime statistics reported to either of these sources are recorded in the calendar year the crime was reported.

A request for statistical information is made on an annual basis to the VBPD and consolidated with any reported crimes documented by WLCSD. The statistics are gathered, compiled, and reported to the WLC community via the publication “Wave Leadership College Security Report.” WLCSD submits the annual crime statistics published in this notice to the United States Department of Education (USDOE). The statistical information gathered by the Department of Education is available to the public through their website <http://ope.ed.gov/campussafety>.

Wave Leadership College sends an email to every enrolled student and current employee on an annual basis. The email includes a brief summary of the contents of the “Wave Leadership College Security Report” and the link for the USDOE. A hard copy of this report is also maintained at the WLC student library.

Classifying Crime Statistics

The statistics in this notice are published in accordance with the standards and guidelines used by the FBI Uniform Crime Reporting Handbook and federal law (Clery Act). The number of victims involved in a particular incident is indicated in the statistics column for the following

crime classifications: Murder/Non-Negligent Manslaughter, Negligent Manslaughter, Forcible and Non-Forcible Sex Offenses, and Aggravated Assault. For example, if an aggravated assault occurs and there are three victims, this would be counted as three aggravated assaults in the crime statistics chart.

The number reflected in the statistics for the following crime categories includes one offense per distinct operation: Robbery, Burglary, Larceny, Vandalism, and Arson. For example, if four students are walking across campus together and they are robbed, this would count as one instance of robbery in the crime statistics chart. In cases of Motor Vehicle Theft, each vehicle stolen is counted as a statistic. In cases involving Liquor Law, Drug Law, and Illegal Weapons violations, each person who was arrested is indicated in the arrest statistics.

The statistics captured under the “Referred for Disciplinary Action” include the number of people referred for disciplinary action by WLCSD and found responsible by WLC for violating specific laws. If a student is found responsible for a violation based on a disciplinary referral, a record of the action and outcome will be kept on file.

The statistics in the Hate Crime charts are separated by the following categories: race, religion, sexual orientation, gender, gender identity, disability, ethnicity, and national origin. If a Hate Crime occurs where there is an incident involving Intimidation, Vandalism, Larceny, Simple Assault or other bodily injury, the law requires that the statistic be reported as Hate Crime even though there is no requirement to report the crime classification in any other area of the compliance document. **A Hate Crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender’s bias. For example, vandalism of school property occurs, which is a crime. If the offender was motivated to commit the offense because of bias against a particular race, religion, etc. the vandalism is also classified as a Hate Crime.

Specific Information about the Crime Statistics Reported by Wave Leadership College Security Department

When crimes are reported directly to WLCSD, it is annotated in the column “Reported to WLCSD.” If an incident was reported to both WLCSD and VBPD, the statistics are counted under the “Reported to WLCSD” section.

The column “Reported to VBPD” includes crime statistics from incidents that were reported to VBPD but not reported to WLCSD. These incidents could have occurred on WLC campus property or public property adjacent to WLC. The crime statistics provided by VBPD are provided based on the crime definitions in the Virginia Crime Code and not based on the Uniformed Crime Reporting Handbook (UCR)/National Incident Based Reporting System (NIBRS) as required by the federal law to be in compliance with the Clery Act.

WLC Statistics

CRIMINAL OFFENSES REPORTING TABLE						
OFFENSE	YEAR	ON CAMPUS PROPERTY	ON CAMPUS STUDENT HOUSING	OFF CAMPUS STUDENT HOUSING FACILITIES	NON-CAMPUS PROPERTY	PUBLIC PROPERTY
Murder/Non-Negligent Manslaughter	2017	0	N/A	0	N/A	0
Manslaughter by Negligence	2017	0	N/A	0	N/A	0
Rape	2017	0	N/A	0	N/A	0
Fondling	2017	0	N/A	0	N/A	0
Incest	2017	0	N/A	0	N/A	0
Statutory Rape	2017	0	N/A	0	N/A	0
Robbery	2017	0	N/A	0	N/A	0
Aggravated Assault	2017	0	N/A	0	N/A	0
Burglary	2017	0	N/A	0	N/A	0
Motor Vehicle Theft	2017	0	N/A	0	N/A	0
Arson	2017	0	N/A	0	N/A	0
Domestic Violence	2017	0	N/A	0	N/A	0
Dating Violence	2017	0	N/A	0	N/A	0
Stalking	2017	0	N/A	0	N/A	0

Arrests and Disciplinary Referrals Reporting Table						
OFFENSE	YEAR	ON CAMPUS PROPERTY	ON CAMPUS STUDENT HOUSING	OFF CAMPUS STUDENT HOUSING FACILITIES	NON-CAMPUS PROPERTY	PUBLIC PROPERTY
Arrests: Weapons, Carrying, Possessing, etc.	2017	0	N/A	0	N/A	0
Disciplinary Referrals: Weapons, Carrying, Possessing, etc.	2017	0	N/A	0	N/A	0
Arrests: Drug Abuse Violations	2017	0	N/A	0	N/A	0
Disciplinary Referrals: Drug Abuse Violations	2017	0	N/A	0	N/A	0
Arrests: Liquor Law Violations	2017	0	N/A	0	N/A	0
Disciplinary Referrals: Liquor Law Violations	2017	0	N/A	0	N/A	0

Hate Crimes

There were no reported Hate Crimes in 2017.

Sex Offender Registry

The Federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, states “In order to ensure that the information [about registered sex offenders] is readily accessible to the campus community, the Campus Sex Crimes Prevention Act requires colleges and universities to provide the campus community with clear guidance as to where this information can be found, and clarifies that Federal laws governing the privacy of educational records do not prevent campus security agencies or other administrators from disclosing such information.” The link for the Virginia Sex Offender Registry is <http://sex-offender.vsp.virginia.gov/sor/index.html>

Emergency Response/Notification

In the event of an incident that creates an immediate threat to members of the WLC community, WLCSD has various systems in place for quickly communicating information regarding the event and/or actions that need to be taken (i.e. evacuate, shelter in place, etc.). These methods of communication include emails, text messages, and an emergency notice posted to the WLC webpage.

If WLCSD determines that an incident poses a threat in which the local community needs to be aware, the Executive Vice President or designee will determine the content of the message and pass it to Virginia Beach First Responders (VBPD, VB EMS, VBFD, etc.) who will then notify the public as appropriate.

All members of the WLC community are encouraged to report any situation that may involve an emergent or dangerous situation immediately.

Emergency Evacuation Procedures

An emergency response/evacuation drill is coordinated and conducted by WLCSD twice a year and may be announced or unannounced. Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for an evacuation. WLCSD will also cover the procedures for a “lockdown” event where the WLC community must shelter in place as well as the recovery/personnel accountability procedures after the conclusion of an event. Upon conclusion of the drill, relevant data (date, time, announced or unannounced, lessons learned, etc.) will be recorded and saved at WLC.

The purpose of the drills is to prepare the WLC community for an organized reaction to an emergent event.

Shelter in Place Procedures

A shelter in place requirement could occur for a number of reasons (i.e. dangerous weather, toxic air, violent acts on the premises, law enforcement direction, etc.). If a situation occurs requiring staff, students, and visitors to shelter in place for their own safety the following guidelines should be followed.

1. Remember Safety First.
2. If you are outside, move inside the nearest building.

3. If you are inside, stay in the building however move away from windows and into an interior space.
4. Shut and lock all windows and doors.
5. Make a list of who is with you and forward that information (via text, email, phone call, etc.) to the WLCSD.
6. Turn on a radio, TV, or locate local news on a smart phone for further instructions.
7. Remain sheltered-in-place until an “all clear” is given by competent authority.

Access to WLC Facilities

Access to WLC facilities is limited to students, staff, faculty and escorted guests. Members who have keys to access the facility outside of normal operating hours must have the approval of the WLC staff.

Responsibilities of the WLC Community

Members of the WLC community must assume responsibility for their own personal safety and the safekeeping of their personal property. The following recommendations provide guidance.

1. Report all suspicious activity to WLCSD OR VBPD immediately.
2. Be aware of your surroundings.
3. Avoid walking alone at night and park in the front parking lot at night.
4. Do not leave valuables visible in vehicles.
5. Lock vehicle doors when exiting the vehicle or sitting in the vehicle.
6. Know the number to call if you need assistance or have questions.

Risk Reduction

To further reduce the risk of becoming a victim of a crime, the WLC community should consider:

1. Traveling to and from events, dinners, etc. with others.
2. Trust personal intuition and ask for help if uncertain.
3. Avoid isolated or dimly lit areas and be aware of your surroundings.

4. Avoid being alone with someone you don't know well or trust.
5. Avoid giving out personal information to strangers.

WLC Substance Abuse Policy/Alcohol and/or Drug Possession, Use and/or Sale

All WLC employees and students are responsible for complying with Virginia state laws. In addition to state laws, all students are expected to adhere to the WLC Code of Conduct, found in the WLC Student Handbook. Any student who violates the WLC regulations may receive disciplinary actions.

Any student who violates the Virginia State laws regarding alcohol (possession, use, sale, underage drinking, etc.) or Virginia state or Federal laws regarding illegal drugs (possession, use, sale, etc.) may receive disciplinary action and/or criminal charges.

Substance abuse counseling is provided to students through *Regeneration*, a faith based 12 step program provided by Wave City Care.

Drug and Alcohol Abuse Education

WLC offers drug and alcohol abuse training online to students and employees. The goal of the training is to help the WLC community identify risk factors along with signs of substance abuse. In addition it is to provide alternate coping mechanisms to help prevent substance use/abuse.

Firearms and Weapons Policy

The possession of firearms, knives, and other dangerous instruments while on WLC campus is forbidden. Violations of this policy may result in disciplinary actions and/or criminal charges.

The following items are prohibited on WLC property:

1. Handguns
2. Long guns (rifles and shotguns)
3. Knives with a blade length of four or more inches

4. Explosives. All forms of fireworks and incendiary devices, including components of explosive devices
5. Tasers or any form of stun guns
6. Any weapon not described above that is considered illegal in the state of Virginia

Response to Sexual Assault

Wave Leadership College will not tolerate any acts or threats of sexual assault or sexual harassment. Any person in the WLC community who violates this policy is subject to disciplinary actions and/or criminal charges.

Definition of Terms

- Sexual assault is a crime of aggression and violence. It is a sexual act committed or attempted without consent. This may occur by a stranger or by someone known to the victim. It includes acts that range from unwelcome touching to forced sexual intercourse.
- Consent is defined as the act of willingly agreeing to engage in specific sexual contact or acts. Consent is not given if the person is under duress, incapable of making a decision on his or her own, or is legally a minor child.
- Force is defined as any means to intimidate the victim into complying. This may include, but is not limited to, the use or display of a weapon, physically beating or restricting the victim, or threatening the victim.

Awareness and Education

Wave Leadership College Security Department provides annual training for all employees and students in the identification, prevention, response, and reporting of sexual assault and sexual harassment.

Registering a Complaint

Any person who has experienced a sexual assault is encouraged to contact a member of the WLCSD, WLC staff/faculty, or VBPD. Upon receipt of a complaint at WLC, local law enforcement will be notified. Regardless if law enforcement conducts an investigation or not, WLCSD will conduct an internal investigation. If it is determined that there is basis for the complaint, and the assailant is associated with WLC, the assailant will be subject to disciplinary action and/or criminal charges.

Victim Assistance Services

If a WLC community member becomes the victim of a crime, the WLCSD will provide them information on assistance and will provide referrals.

Victim Rights

The Campus Sexual Assault Victims' Bill of Rights was signed into law in July 1992. It requires that all colleges provide the following rights to sexual assault victims.

- Survivors shall be notified of their options to notify law enforcement.
- Accuser and accused must have the same opportunity to have others present.
- Both parties shall be informed of the outcome of any disciplinary proceeding.
- Survivors shall be notified of counseling services.
- Survivors shall be notified of options for changing academic and living situations.

The complainant has the right to request consideration of a change of schedule or other modifications to avoid forced contact with the accused. An alleged assailant may be declared an unapproved guest at WLC, pending the outcome of the investigation.

Guidelines for Assistance

1. If you are sexually assaulted:

- Go to a safe place as soon as you can.
- Try to preserve all physical evidence. Do not wash, use the toilet, or change clothing if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper (not plastic) bag.
- Seek medical attention as soon as possible for examination, treatment, and to collect vital evidence in the event you decide to take legal action.
- Contact WLCSD
- Contact a victim advocate, counselor, or pastoral staff member who will maintain confidentiality, explain options, and provide information and emotional support.
- Contact someone you trust to stay with you.

2. Medical Treatment

Although it may be uncomfortable, it is important to seek immediate and follow-up medical attention for several reasons.

- Assess and treat any physical injuries that may have been occurred.
- Determine the risk of sexually transmitted diseases or pregnancy (females).
- Gather evidence that could assist in criminal prosecution. Physical evidence should be collected immediately, ideally within the first 24 hours. After evidence is collected it can be stored in case the victim chooses to press charges in the future.

3. Counselling and Emotional Support

A victim advocate, counselor or pastoral staff member can be contacted to provide emotional support upon the request of the victim. By discussing concerns in a safe and confidential environment the victim can openly work through feelings and processes.

Domestic Violence/Stalking/Dating Violence

Wave Leadership College will not tolerate violence towards any person or stalking behaviors.

Violations of this policy may result in disciplinary actions and/or criminal charges.

- Domestic Violence is any crime of violence committed by a current or former spouse, domestic partner, person who shares a child, or person who is cohabitating (or had cohabitated) with the victim.
- Stalking is an action directed at a specific person which would reasonably cause fear or distress.
- Dating Violence occurs when a crime of violence is committed by a person in a dating or social relationship of a romantic nature.

Unfounded Crimes

No crime reported to WLCSD will be considered unfounded unless a determination of such has been made by the VBPD or other law enforcement agency.

Disciplinary Proceedings

Wave Leadership College has a zero tolerance policy for criminal acts. Reports of criminal activity will be referred to the Virginia Beach Police Department. The results of their investigation will be reported to the Dean of Students for appropriate action.

Bystander Intervention

Bystander intervention occurs when individuals who are not the victims of a crime take action to assist the victim or stop the crime. This includes recognizing and addressing situations that could result in potential harm, identifying safe alternatives and taking action to intervene.

If someone is in danger:

- Take initiative and offer assistance. Ask if the person on the receiving end of physical or verbal assault if they need help. Evaluate the risk and call 911 if appropriate.
- Try to calm the situation with words or by distraction. Do not antagonize the situation.

- Have others intervene with you, if it is safe to do so.
- Remain at the scene as a witness. If law enforcement is not called, an offender will be less likely to continue inappropriate actions while being watched. If law enforcement is called you can report what you observed.

Appendix

Geography definitions from the Clery Act

- On-Campus-Defined as: (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 the area identified in paragraph (1), that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or retail vendor).
- Non-Campus Building or Property-Defined as: (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) Any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.
- Public Property-Defined as: All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus. The WLC crime statistics do not include crimes that occur on private property to include privately owned homes or businesses adjacent to the campus boundaries.