



Annual Security Report Waynesville Career Center 2023

**Waynesville Career Center
400 GW Lane
Waynesville, MO 65583**

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WCC Annual Campus Security Report

Waynesville Career Center prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report is located on our website at <https://www.waynesville.k12.mo.us/domain/2182>. It is listed on the Waynesville Career Center website under **Adult Education** and **Consumer Information**. This report is prepared by the Assistant Director/Post-Secondary Programs of the Waynesville Career Center in cooperation with the local law enforcement agencies surrounding our campus. Each entity provides updated information on their educational efforts and programs to comply with the Act. The report is updated and disseminated to the campus community electronically no later than October 1st. The report contains crime statistics about certain specified crimes/incidents Murder, Sex Offenses, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Manslaughter, and any arrests or persons referred for campus disciplinary action for liquor law violations, drug-related violations, and weapons possession; Hate crimes, and Larceny/Theft), Domestic Violence, Dating Violence, and Stalking that have been reported to designated campus officials or law enforcement and that have occurred on campus or on public property adjacent to campus. These statistics include those reported to the Waynesville Police Department, the Pulaski County Sheriff's Department, and designated campus officials, including the Waynesville Career Center Director, and the Assistant Director of the Waynesville Career Center. The report also contains policies and practices pertaining to campus security, crime reporting, alcohol and drugs, victim's assistance programs, student discipline, campus resources, community safety alerts, crime prevention, and information regarding access to campus facilities/properties as well as personal safety tips. The report encourages the reporting of all crimes occurring on or near campus and provides information on how to report an emergency on campus.

Geography

The geographic area covered for the purpose of crime statistics includes the Waynesville Career Center building, the campus, the public parking at Gina's Daycare Learning Academy to the east side entrance of the Waynesville Career Center and the public parking lot at the Waynesville High School to the east.

Annual Security Report/Crime Statistics

The Waynesville Career Center crime statistics are updated annually by the Assistant Director/Post-Secondary Programs and can be found in the main office of the Waynesville Career Center. The statistics reported are provided by the Waynesville Career Center and local police department records. To request current information, contact the Assistant Director/Post-Secondary programs by phone at (573) 842-2514. Crime statistics are reported using the guidelines established by the FBI Uniform Crime Reporting (UCR) Hate Crime Data Collection Guidelines and Training Guide for Hate Crime Data Collection. The federal Campus Security Statistics Report for all postsecondary institutions can be accessed at the following website location: <http://ope.ed.gov/security>

Reporting Procedure

The Waynesville Career Center encourages prompt and accurate reporting of all crimes and incidents occurring on the Waynesville Career Center Campus to the Waynesville Career Center Administration when the victim of such crime elects to. The Waynesville Career Center

encourages the campus community to report crimes of which they are aware when the victim is unable to make such a report. Students, faculty, and any person on the Waynesville Career Center Campus are encouraged to report all crimes and public safety issues in a timely manner. The preferred method to report crimes is to report them directly to the Waynesville Career Center Director, Assistant Director or the Waynesville Police Department. When reporting potential criminal infractions the person reporting the incident should provide as much information as possible. If possible, this should include the location where the said crime occurred, any injuries that might have occurred, a description of possible criminals, and what happened. The Waynesville Police Department will respond to the situation, investigate what took place, and make arrests when warranted. While the Waynesville Career Center does not employ a full time School Resource Officer, Resource Officers employed by the Waynesville R-VI School District might assist and respond to assist local law enforcement in their efforts.

During an emergency call 911 from any Waynesville Career Center phone or from your cell phone. The call will be sent to the Pulaski County Dispatch Center and referred to the appropriate agency for emergency assistance.

To report a non-emergency security issue, a report can be made in person by going to the Waynesville Career Center office or by telephone at (573) 842-2500.

All Waynesville Career Center incident reports will be forwarded to the Waynesville Career Center Director and/or the Waynesville Career Center Assistant Director. The police department will investigate a report when it is deemed appropriate and offer appropriate services when necessary.

Emergency Resources

Call 911 for Emergency Fire, Police, Sheriff, Highway Patrol, Ambulance, and Rescue

Non-Emergency Contacts

Fire: 573-774-5449

Police: 573-774-2414

Sheriff: 573-774-6196

Highway Patrol: 573-368-2345

Genesis A Place of New Beginnings: 573-774-2628

Domestic Violence Hotline: 1-800-799-7233

National Sexual Assault Hotline: 1-800-656-4673

Voluntary Confidential Reporting

The Waynesville R-VI School District has a dedicated Tip Line to allow individuals to report information anonymously. The web address to access the Tip Line for anyone in the Waynesville R-VI School District is as follows: <https://www.waynesville.k12.mo.us/Page/9592>

Off-Campus Crime

Crimes occurring off campus should be reported to the appropriate jurisdiction. Crimes occurring off campus, but within the city limits of Waynesville should be reported to the Waynesville Police Department by phone at 911 for an emergency or 573-774-2414 for a non-emergency. Reports can also be made in person at 601 US Rt.66, Waynesville, Missouri.

Campus Security

The Waynesville Career Center makes every effort to ensure the safety of all students, employees, and visitors. Students are briefed on the school's security procedures during the adult student orientation process. The Waynesville R-VI School Resource Officer will report incidents or emergencies to the appropriate local agencies. Any criminal actions to include but not limited to sexual misconduct should be reported to WCC administration immediately. The building is locked during business hours to promote a safe learning environment. The Waynesville Career Center is not responsible for students' items that are lost or stolen. Personal vehicles parked on campus should be locked at all times. In the event of an emergency or threat to the health and safety of students, employees, and visitors, the Waynesville Career Center will follow predetermined procedures to maximize the safety of the aforementioned groups. Practice drills are scheduled and conducted during the school year.

Emergency Response

The Director and Assistant Director are responsible for the emergency responses at the Waynesville Career Center. The Assistant Superintendent for Personnel Services oversees the safety and security for the school district and develops written procedures to comply with all applicable Federal and State laws and regulations.

Campus Security Contact Information

WCC Director: (573) 842-2500, Ext 2510

WCC Asst. Director: (573) 842-2500, Ext 2514

School Resource Officer: (573) 842-2400, Ext 2419

Emergency Response and Evacuation Procedures

Emergency Procedures: The Waynesville Career Center will conduct numerous safety drills during the school year to adequately prepare our adult students for a variety of emergency situations that might arise. These procedures will cover what to do in the event of a fire, tornado, earthquake, and lockdown situations. The safety drills also give us an opportunity to assess effectiveness of current plans and if necessary make adjustments to our current emergency procedures and plans to better protect our Waynesville Career Center community. Evacuation maps are also posted in each classroom that detail where to go in the event of a fire or tornado.

Emergency response and evacuation procedures are tested numerous times throughout the school year in conjunction with our School Resource Officers. During these drills students learn the travel routes they will take in the event of a fire or tornado. In addition students learn about different lockdown level procedures and how to correctly respond in the event of a "code red lockdown" or "code yellow containment". These drills ensure that both our students and staff are familiar with how to respond to a variety of emergency situations. In addition it allows the Waynesville Career Center administration an opportunity to constantly assess the effectiveness of current plans and make adjustments as necessary.

Each staff member is also equipped with an Emergency Management Plan that provides detailed information on how to respond to various emergencies. The Emergency Management

Plan books are colored red and green to provide a quick visual for administration to make sure all students are accounted for in the event of an emergency. Red indicates a missing student and green indicates that all students are accounted for. In addition staff members receive training at the beginning of the year on lockdown/containment situations that is provided by our high school school resource officer.

Immediate Notification: The Waynesville Career Center will immediately notify our campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring on the campus. Emergency or threat notification will primarily be issued by the Waynesville Career Center Director or Assistant Director. This notification will occur via public address system with specific instructions on the type of emergency situation or threat that is posed. Notification may also occur via fire alarm, city warning sirens, website or network email. Some or all of these methods may be used to notify students and staff in the event of an emergency.

Crime Awareness and Prevention

During student orientation, students are briefed on safety and security issues. Students are also provided tips on how to stay safe and how to report emergencies that might occur. Waynesville also operates a Tip Line that any student in the district can access to report suspicious activity or other activities that warrant a potential investigation.

Security Tips/Risk Reduction

1. All guests must be properly screened and should not be left unattended
2. Suspicious individuals should be reported to the Waynesville Career Center Office
3. Stay alert and be observant of your surroundings
4. Don't carry large amounts of money or display cash in public
5. Keep names and phone numbers of relatives or friends in the event of an emergency
6. Make sure emergency contacts on file are always updated

Vehicles

1. Do not leave your keys inside an unattended vehicle
2. Lock your vehicle
3. Make sure windows are closed
4. Do not leave valuables visible in your vehicle

Security Services

1. Campus lighting throughout the building and exterior of building
2. Security cameras inside and outside of the building
3. Secure and controlled access doors to get into building
4. Locked classroom doors at all times

Facilities and Access Policy

During business hours the Waynesville Career Center will be open to students, staff, and other members of the community that have business with the Waynesville Career Center. Building entry will be controlled and monitored by main office personnel. Office staff will buzz visitors into the building once they ascertain what their business is with the Waynesville Career Center. Visitors will report to the administration office upon being granted access to the building.

Visitors will sign in and display a visitors badge at all times while they are in the building. At the conclusion of their business, they will return to the office to return their visitor's badge and sign out. Arrangements to use the Waynesville Career Center outside of the normal operating hours will be made through a facilities request form.

Missing Persons Policy

Waynesville Career Center has no on-campus housing. Students living off-campus: A suspected missing student should be reported to the Waynesville Career Center Director and/or the Assistant Director. If a student is under the age of 18, a parent or guardian will be contacted. If a student is over the age of 18, the emergency contact identified by the student to the Waynesville Career Center will be contacted. If after investigation the student is determined to be a missing person, the appropriate law enforcement agencies will be contacted within 24 hours.

Sexual Offense

All sexual offenses should be reported to local law enforcement. Should the student desire, the Director, Assistant Director or other Waynesville Career Center staff members will assist the student in reporting the offense to authorities.

Receiving medical care immediately following a sexual offense is extremely important for the survivor's well-being. The collection and the preservation of evidence are very important should a victim ever choose to prosecute the offender.

For the physical evidence to be present and useful, the medical/legal exam must be obtained within 48 hours of the assault. If the survivor pursues this course of action, he/she must be informed that the appropriate police agency must be contacted. The Waynesville Career Center Director and/or the Assistant Director will also be contacted and informed of the assault and the identity of the survivor.

As the Waynesville Career Center offers no campus-based housing or facilities other than those offered for educational purposes, we cannot assist victims of a sexual offense with changes in their living situation, but will assist in changes to academic situations if changes are requested by the student and are reasonably available.

The victim of a sex offense may choose to pursue criminal proceedings against the assailant, disciplinary proceedings to be conducted by the Waynesville Career Center or both. A student must contact the Waynesville Career Center Director and/or the Assistant Director to begin disciplinary proceedings.

The Waynesville Career Center will provide a list of available resources (including counseling and mental health services) and educational programs to students and the entire community at the following website: <https://www.waynesville.k12.mo.us/Page/14666> Information can be found on that page under Full List of Local Agencies.

Should a disciplinary proceeding against the alleged perpetrator be pursued, both the accuser and the accused are entitled to the same opportunities to have others present

during the disciplinary proceeding. Both accuser and accused will also be informed of any sanction that is imposed against the accused.

Disciplinary sanctions may be imposed following a final determination of a disciplinary proceeding regarding rape, acquaintance rape, or other forcible or non forcible sex offenses. Sanctions may include suspension, expulsion and/or referral to law enforcement authorities for possible criminal prosecution.

The Missouri Department of Public Safety lists registered sex offenders in Missouri on their website at <https://apps.mshp.dps.mo.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html>. Offenders can be searched by location or name. You can register with the website to receive email notifications concerning sex offenders in your area.

Additionally, the Waynesville Career Center provides the following information regarding dating violence, domestic violence, sexual assault, and stalking which are prohibited on campus:

Domestic Violence

The term "domestic violence" includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, 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. (A) who is or has been in a social relationship of a 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:

- (i) The length of the relationship.
- (ii) The type of relationship.
- (iii) The frequency of interaction between the persons involved in the relationship.

Stalking

The term "stalking" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to-(A) fear for his or her safety or the safety of others; or (B) suffer substantial emotional distress.

The term "non-consent" is defined in the following manner: consent or lack of consent may be expressed or implied. Acquiescence does not necessarily constitute consent. Further, consent cannot be construed if:

1. It is given by a person who is legally incompetent to authorize the conduct charged to constitute the offense and such incompetence is manifest or known to the actor;

2. It is given by a person who by reason of youth, mental disease or defect, or intoxication is manifestly unable or known by the actor to be unable to make a reasonable judgment as to the nature or harmfulness of the conduct charged to constitute the offense;
3. It is induced by force, duress, or deception.

Drug/Alcohol Policy

The Waynesville R-VI School District is concerned with the health, welfare and safety of the students as well as our patients. Therefore, use, sale, transfer, distribution, possession or being under the influence of unauthorized prescription drugs, alcohol, narcotic substances, unauthorized inhalants, controlled substances, illegal drugs, counterfeit substances and imitation controlled substances is prohibited on any school or clinical site property, as well as in any vehicle on school or clinical site property. This prohibition also applies to any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district. The use, sale, transfer or possession of drug-related paraphernalia is also prohibited.

For purpose of this policy, the term “under the influence” shall include, but shall not be limited to, recent consumption by the student prior to being present on any school or clinical site property, or in any vehicle on school or clinical site property. The term shall not be limited to the level of consumption, blood alcohol content, or other levels established under law as they pertain to the operation of motor vehicles or other activities.

For the purposes of this policy a controlled substance shall include any controlled substance, counterfeit substance or imitation controlled substance as defined in the Narcotic Drug Act, Section 195.010, RSMo., and in schedules I, II, III , IV and V in section 202(c) of the Controlled Substances Act, 21 U.S.C. 812 (c). **The school administration shall have the right to conduct searches, which are reasonable in scope, of persons reasonably suspected to be in violation of this policy. Such searches shall be conducted in accordance with the Waynesville R-VI Board Policy. Upon discovery of any prohibited substance, the Waynesville Department of Public Safety will be notified.**

Any student who, after given an opportunity to present his or her version of the incident, is found by the administration and/or staff to be in violation of this policy shall be subject to immediate termination from the program and referred for prosecution. Students who are dismissed for violation of the Drug or Alcohol Policy may appeal their dismissal as provided by the appeal procedure. Strict compliance is mandatory. The WCC faculty shall immediately report all incidents involving a controlled substance to the administration.

Students are subject to alcohol and/or drug screening when there is reasonable suspicion that a student may be under the influence of alcohol and/or drugs. The Waynesville Career Center reserves the right to select the alcohol/drug screening lab.

As a condition of performing clinical rotations that are required for the completion of the program, certain clinical sites may require random alcohol/drug test screening. Students should be made aware that this is a policy requirement which that particular clinical site has established for the privilege of performing a clinical rotation at that facility. **Refusal to submit to testing or a positive test result, will result in dismissal from the program.**

Drug & Alcohol Abuse Prevention

The Waynesville Career Center cares about the success of its students. It is difficult for students to be successful if they have a problem with drugs and/or alcohol; consequently, WCC wants students to be aware of the following information and the options available for counseling and treatment.

For more detailed information about the health risks of drugs, students may consult with the WCC Counselor or access the National Institute on Drug Abuse website: <https://nida.nih.gov/>.

For access to local agencies for state programs and services, please see the list below:

Missouri Department of Mental Health: <https://dmh.mo.gov/>

Missouri Behavioral Health Council: <https://www.mobhc.org/>

First Call: <https://www.firstcallkc.org/>

Southeast Missouri Behavioral Health: <https://semobh.org/>

Teaching About Drugs, Alcohol & Tobacco (Policy IGAEA)

The Board of Education believes that effective drug education programs require both the acquisition of knowledge and the development of positive personal values. Both the school and other community agencies must share in the development and direction of programs to alleviate the problems of drug abuse. Therefore, the school district will abide by the following:

1. Establish and maintain a realistic, meaningful drug, alcohol and tobacco education program that will be incorporated into the total educational program.
2. Establish and maintain an ongoing professional development program for school personnel in the areas of drug, alcohol and tobacco use.
3. Cooperate with government and private agencies offering services related to drug, alcohol and tobacco problems.
4. Encourage and support activities that will develop a positive peer influence in the area of drugs, alcohol and tobacco.
5. Create a climate whereby students may seek and receive counseling about drugs, alcohol and tobacco and related problems without fear of reprisal.
6. Follow federal mandates concerning drug, alcohol and tobacco education.

Annual Summaries

Criminal Offenses at Waynesville Career Center **2020-2021**

Murder	0	Forcible or Non-Forcible Sex Offense	0
Robbery	0	Aggravated Assault	0
Burglary	0	Motor Vehicle Theft	0
Liquor Possession	0	Weapons possession	0
Drug Possession	0	Hate Crimes	0
Arson	0	Stealing	0
Dating Violence	0	Negligent Manslaughter	0
Domestic Violence	0	Stalking	0

Criminal Offenses at Waynesville Career Center **2021-2022**

Murder	0	Forcible or Non-Forcible Sex Offense	0
Robbery	0	Aggravated Assault	0
Burglary	0	Motor Vehicle Theft	0
Liquor Possession	0	Weapons possession	0
Drug Possession	0	Hate Crimes	0
Arson	0	Stealing	0
Dating Violence	0	Negligent Manslaughter	0
Domestic Violence	0	Stalking	0

Criminal Offenses at Waynesville Career Center
2022-2023

Murder	0	Forcible or Non-Forcible Sex Offense	0
Robbery	0	Aggravated Assault	0
Burglary	0	Motor Vehicle Theft	0
Liquor Possession	0	Weapons possession	0
Drug Possession	0	Hate Crimes	0
Arson	0	Stealing	0
Dating Violence	0	Negligent Manslaughter	0
Domestic Violence	0	Stalking	0