

LANIER TECHNICAL COLLEGE
CAMPUS SAFETY AND SECURITY
FY2010

At Lanier Technical College, the safety and well being of our students, faculty and staff is always a top priority. In addition to support of various publics, many people are involved in keeping our campuses safe and secure. However, a truly safe campus can only be achieved through the cooperation of all students, faculty, and staff. This flyer is part of our efforts to ensure this collaborative endeavor is effective. Our hope is that you will read it carefully and use the information to help insure a safe environment for everyone at Lanier Technical College.

Campus Public Safety

We at Lanier Technical College strive to provide a safe and secure educational environment for our students, staff and faculty. We provide professionally trained licensed law enforcement officers to accommodate any and all safety and security needs.

Lanier Technical College adheres to and supports “20 U.S.C. 1092 (f) Disclosure of campus security policy and campus crime statistics” also known as the “The Clery Act”. This law mandates that Colleges and Universities receiving Federal Aid report on campus crimes every October. Furthermore, the law requires that this information be available to students.

Lanier Technical College keeps its crime reports for a period of three-years and they are always available to students, staff and faculty upon request. Additionally, the crime statistics are available on the College Website (www.laniertech.edu), 2010 – 2011 College Catalog and Student Handbook, and on a flyer available in the Reception Area at each campus.

Any questions or concerns related to safety and security should be reported to the security officer on duty or Paula Davidson in Administrative Services at (770) 531-6310, between the hours of 8 a.m. and 7 p.m., Monday through Thursday, excluding holidays. To report any incident or crimes on campus call the switchboard at your respective Campus. If after normal school hours call 911.

General Information

Campus Security is equipped to handle any and all emergencies that occur on Campus. This includes, but is not limited to, domestic situations, student misconduct, and traffic flow, etc. Campus Security is also available for personal meetings with staff, faculty, students or others that have a need for law enforcement or related advice.

July 1, 2009- June 30, 2010 Crime Statistics for Lanier Technical College

<u>Crime Category</u>	<u>Number of Incidents</u>
Murder	0
Sex Offenses/Forcible or Non-forcible	0
Aggravated Assault	0
Burglary	2
Motor Vehicle Theft	1*
Liquor Law Violations	0
Drug Law Violations	2
Weapons Possessions	0

*Public Property – All public property, including thoroughfares, streets, sidewalks, and parking facilities that is within the campus, or immediately adjacent to and accessible from the campus.

Notification of Sex Offenders

Information concerning registered sex offenders may be obtained at your local sheriff's department or at the following GBI website <http://www.ganet.org/gbi>.

Policy on Mandatory Reporting of Crimes

Any student or staff member at Lanier Technical College who has reasonable cause to believe that a student or staff member has committed any of the following acts upon school property or any school function may make a written incident report to the Student Affairs Division.

1. Aggravated assault (involves body dismemberment or disfiguration).
2. Sexual offenses (including rape, assault, and or public indecency, etc.).
3. Carrying a deadly weapon at the school or any school event (deadly weapons include explosive compound, firearm, knife, designated for the purpose of offense and defense).
4. Possession, distribution, or use of controlled substances.
5. Threats to harm persons or property.
6. Damage to school property.

Drug Free Environment Statement

Lanier Technical College is concerned about the well being of its students and employees. Therefore, it recognizes that establishing a drug-free environment encourages student and employee productivity and promotes the accomplishments of the college's mission and goals.

In accordance, the following is declared:

- The use of illicit drugs and the unlawful possession and use of alcohol is wrong.
- Standards of conduct prohibit the unlawful possession, use, distribution, of illicit drugs and alcohol by students or staff on school premises, or as a part of any school sponsored activity.
- Information about drug and alcohol counseling, rehabilitation, and re-entry programs is available through the Student Affairs Division.
- Disciplinary actions as outlined by the 2010-2011 Catalog and Student Handbook will apply to students and TCSG policy as outlined in the Lanier Technical College Employee Handbook will apply to employees.

Health Emergency Procedure

In case of a health emergency, the following should be done:

- All medical situations occurring on campus should be reported to Security, using the emergency cell phone number for that campus.
 - Oakwood – 678-410-4139
 - Forsyth – 678-283-1483
 - Winder – 678-614-4509
 - Dawson – 678-614-5661
 - Jackson – 678-859-2329
- The appropriate administrator will assess the situation and
 - Call for emergency assistance if such action is warranted.
 - If the situation is not life threatening, or in the opinion of the administrator, the person with the emergency can make rational decisions, appropriate action will be taken in conjunction with the victim.

Student Insurance Claims

Students who require medical treatment for accidents/injuries that occur during their scheduled college hours may file claims with their student insurance. The insurance claim forms may be obtained from instructors or from the Student Affairs Division. If possible, the forms should be taken to the medical facility at the time of treatment. An Accident Report must also be filed in the Student Affairs Division.

When a claim is turned in to the college, it is completed and mailed to the insurance company. It is the responsibility of the company to determine benefits to be paid. Lanier Technical College's contact for student insurance is Ruth Mancari at (770) 531-2729.

Emergency Procedures

Emergency procedures are outlined on the College Website (www.laniertech.edu) and in the 2010-2011 Catalog and Student Handbook.

Alert System

Lanier Technical College Alerts is the resource for faculty, staff and students to receive text message alerts from Lanier Technical College about potential, developing, or existing emergencies. Please visit the College Website (www.laniertech.edu) for more information on this service.

To register for the alert system, you do need to have your cell phone handy. Complete the [New User Signup Form](#) located on the College Website (www.laniertech.edu). On the form you will be asked to create a password for your Lanier Technical College Alerts account and provide your mobile phone number and carrier information. After submitting the form, you will receive a text message that will include a 4-digit validation code. You must enter the validation code on the confirmation web page and hit the "Validate" button. You will then automatically be forwarded to a "Thank You" page. Once validated, you may login to your Lanier Technical College Alerts account and enter your preferred email address and additional mobile phone number (e.g., a parent's mobile phone number).

Health, Safety and Physical Operation Plans

The health and safety plan and the physical operation plan are available to students by calling the Office of the Vice President of Administrative Services at (770) 531-6310.

Lanier Technical College as a constituent of the Technical College System of Georgia does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, disabled veteran, veteran of the Vietnam Era or citizenship status, (except in those special circumstances permitted or mandated by law). This nondiscrimination policy encompasses the operation of all education programs and activities including admissions policies, scholarship and loan programs, athletic and other Department and Technical College-administered programs, including any Workforce Investment Act of 1998 (WIA) Title I financed programs. It also encompasses the employment of personnel and contracting for goods and services.

The Technical College System and Technical Colleges shall promote the realization of equal opportunity through a positive continuing program of specific practices designed to ensure the full realization of equal opportunity.