

CENTRA COLLEGE

CATALOG & STUDENT HANDBOOK

Fall 2020 ADDENDUM:

Campus Security and Sexual Assault

Primary Location:

Centra College
905 Lakeside Drive, Suite A
Lynchburg, VA 24501
Phone: 434.200.3070
Fax: 434.200.5239
www.centracollege.edu

Branch Location:

Centra College (Nurse Aide Education Program)
Bedford Memorial Hospital
1613 Oakwood Street
Bedford, VA 24523
Phone: 540.425.7526

This handbook is designed to provide students with information about the programs of study at Centra College ("College"). It sets forth, in general, how the College operates but the College reserves the right to change policies and procedures without notice. This handbook is not intended to be and should not be regarded as a contract between the College and any student or other person. Students are held responsible for knowing the information contained in the Catalog & Student Handbook. Failure to read or comply with the Handbook will not excuse the student from accountability. Changes are communicated via the website and MOODLE.

CAMPUS SECURITY

The following policy is in compliance with the Student Right-to-Know and the Clery Act (PL101-542) and the HEA Amendments of 1992.

Title I Section 104

This section does not apply to this institution due to there being no "Athletic Related Aid" available.

Title II (PL101-542)

- A. The College campus is defined as Centra College, 905 Lakeside Drive, Suite A and parking area in front of the College and Central Virginia Center for Simulation and Virtual Learning. Centra Security Officers make rounds through the defined College campus. Any report of a crime or an emergency may be reported to the Lynchburg Police Department by calling 911 or the above-mentioned department at (434) 200-3255
- B. The Centra Security Department does cooperate with local, state, and Federal law enforcement agencies when violations occur, e.g., disorderly conduct, drug and alcohol abuse.
- C. New Students onboarded at Centra College will receive a Campus Safety and Sexual Assault Computer Based Learning (CBL) module that must be completed prior to start of classes.
- D. Entering students attend an orientation and are informed during orientation about policies and procedures including information to assist them in being responsible members of the College, e.g., substance and alcohol abuse.
- E. The College keeps records of any reported crimes on the campus as defined above. These crimes would include murder, manslaughter, forcible and non-forcible sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, and hate crimes.
 - Students can obtain a complete copy of the annual crime report survey by contacting the Financial Aid Office at the college.
 - Comparison to national statistics can be made by going to the U.S. Department of Education's website at <http://ope.ed.gov/Security/asp>.
- F. There is no policy concerning off-campus student organizations. This College is not aware of the existence and does not recognize any off-campus organizations.
- G. The College keeps records of reported arrests on the above defined campus for liquor law violations, drug abuse violations, and weapon possessions.
- H. For a statement of policy regarding the possession, use, and sale of alcoholic beverages and enforcement of state underage drinking laws and a statement of policy regarding the possession, use and sale of illegal drugs and enforcement of Federal and State Drug Laws and a description of any drug or alcohol abuse education program, refer to "Drug Screening" and "Substance Abuse," in the Catalog & Student Handbook.
- I. A Campus Safety and Sexual Assault CBL is provided annually and outlines procedures students should follow if sexually assaulted including whom to contact, the importance of preserving evidence, the availability of counseling services, and the disciplinary action for alleged sex offenses. Students are also provided with access to the Virginia State Police website concerning registered sex offenders.

- J. Timely Warnings – In the event a situation arises that, in the judgment of the College Administration, constitutes an ongoing or continuing threat, a “timely warning” will be issued. The warning may be issued through mass communication through the Send Word notification system to students, faculty, and staff; notices posted on the college website; flyers posted on bulletin boards; or announcements made in class. Anyone with information warranting a timely warning should report the circumstances to the College Administration by phone at (434) 200-3070 or to hospital security at (434) 200-3255 or Lynchburg Police Department by calling 911.
- K. If an act of sexual violence occurs on Centra College campus, the information must be reported to the Title IX coordinator as soon as possible.
- L. A review committee will be developed within 72 hours of notification of the alleged act of sexual violence including the Title IX coordinator, a representative of law enforcement, and a student affairs representative.
- M. The purpose of the review committee is to determine whether to disclose the reported information to protect the health and safety of the victim or other individuals.
- N. If a felony criminal sexual assault occurs on Centra College campus, Centra Security and/or Lynchburg Police Department must notify the local attorney for the Commonwealth within 48 hours of the start of the investigation.
- O. If a student is the victim of a crime and does not want to pursue action within the College’s system or the criminal justice system, he/she may still want to consider making a confidential report. With the victim’s permission, the hospital Security Department can file a report on the details of the incident without revealing the victim’s identity. The purpose of a confidential report is to comply with the victim’s wish to keep the matter confidential, while taking steps to ensure the future safety of the student and others. Reports filed in this manner are only counted and disclosed in the annual crime statistics for the institution.
- P. The Financial Aid Office in conjunction with the Hospital Security Department prepares the Annual Campus Crime Report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be located on the College website at www.centrahealth.com. This report is prepared in cooperation with the local law enforcement agencies surrounding our campus.

Campus crime, arrest and referral statistics include those reported to the Hospital Security Department, designated campus security authorities (including the Dean, SGA Advisor, Student Health Nurse and local law enforcement agencies). These statistics may also include crimes which were reported anonymously to counselors during confidential sessions.

Each year the campus security report is posted to the Centra College Webpage as well as on Moodle for all enrolled students as well as faculty and staff. Copies of the report may be obtained at the Financial Aid Office or by calling (434) 200-3070.

Personal Safety:

- Walk or jog with a friend, not alone
- Avoid isolated areas
- Know your limits on dates and communicate them to your partner

- Know your limits with alcohol and do not accept drinks from others
- Walk to car with keys in hand

Protection from Date Rape Drugs:

- Never leave your drink unattended. Because they are colorless and odorless, date rape drugs can be slipped into any type of beverage
- Do not accept drinks from anyone but a bartender or server
- Try to attend bars or parties with a group of friends, arranging beforehand to watch each other's drinks
- If you think your drink has been tampered with, seek medical attention immediately and request the hospital conduct toxicology testing

Campus Safety:

- Tell a friend where you are going and when you will return
- Carry a whistle or noise maker; do not be afraid to scream if you need help
- Be aware of your surroundings
- Report suspicious people to administration, faculty or staff
- Notify the College administration, faculty or staff if you see someone in Centra College Building who does not belong
- Do not loiter in parking lots after campus building is closed
- Report lost or stolen badges immediately
- Secure badges at all times

Protecting Your Property:

- Keep your vehicle locked when it is parked and when you drive
- Consider installing anti-theft or alarm devices on your vehicle
- Do not leave textbooks, purses, book bags, or laptop computers unattended

Sexual Assault Prevention

Guidelines or suggestions to follow after a rape or sexual assault:

- Get 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
- Get medical attention as soon as possible to make sure you are physically well and to collect important evidence in the event you may later wish to take legal action
- Contact Centra Security Department or Lynchburg Police Department. If needed, the College will assist the victim in contacting the appropriate authorities
- Talk with a counselor, who will maintain confidentiality, help explain your options, give you information, and provide emotional support. You can reach a counselor by calling the Sexual Assault Hotline at 200-7273
- Contact someone you trust to be with you and support you

It is important to seek immediate and follow-up medical attention for several reasons; first, to assess and treat any physical injuries you may have sustained; second, to determine the risk of sexually transmitted diseases or pregnancy and take preventive measures; and third, to gather evidence that could aid criminal prosecution. Physical evidence should be collected immediately, ideally within the first 24 hours.

The College Administration is responsible for disciplinary procedures following a report of rape or sexual assault involving students. Both accuser and accused are entitled to have an advisor present at all hearings and proceedings. Both parties shall be informed of the outcome of any disciplinary hearing. Possible sanctions for being found responsible include, but are not limited to, expulsion, suspension, probation, counseling, and other sanctions as deemed appropriate.

All convicted sex offenders coming to or in Virginia, including students, are required to register with the local police department for inclusion in the Virginia Sex Offender Registry. This registry may be viewed locally at the Lynchburg Police Department or accessed directly on-line at <http://sex-offender.vsp.virginia.gov>.