BECKFIELD COLLEGE



2026 ANNUAL SAFETY & SECURITY REPORT With the Hazing Transparency Report

A safe environment supports learning and instruction. Beckfield College encourages all members of its community to promote safety and wellness by adhering to all security protocols and reporting any violations promptly.

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JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY

TABLE OF CONTENTS

Contents

LETTER FROM BECKFIELD COLLEGE LEADERSHIP 2
POLICY ON REPORTING THE ANNUAL DISCLOSURE OF CRIME STATISTICS 3
SCOPE OF CLERY AND MINGER COMPLIANCE POLICY 4
GENERAL CLERY DEFINITIONS 5
COLLEGE SECURITY AUTHORITIES 6
Campus Monitoring: 6
Staff Communication during Emergency: 7
CAMPUS SAFETY AND SECURITY 7
POLICIES ON CRIME REPORTING 8
HOW TO REPORT A CRIME ON CAMPUS 8
HOW TO PREVENT CRIMES 9
RAPE/SEXUAL ASSAULT 11
POLICIES ON CAMPUS: SEXUAL ASSAULT 12
PROGRAMS TO PREVENT DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT AND STALKING 13
POLICIES ON DRUG AND ALCOHOL USE 14
PROGRAMS ON SUBSTANCE ABUSE 15
POLICIES AND PROCEDURES ON EMERGENCY RESPONSE AND EVACUATION 17
Emergency Evacuation Procedure 18
CAMPUS HAZING ANNUAL TRANSPARENCY REPORT 19
Anti-Hazing Statement 19
CRIME STATISTICS 20

LETTER FROM BECKFIELD COLLEGE LEADERSHIP

Beckfield College is a community of approximately 700 students, faculty and staff who study and work at our campus in Florence, KY. The Annual Safety and Security report is published to comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), the Higher Education Opportunity Act enacted by Congress and the Michael Minger Act of 2000.

This information is provided annually by October 1st to students, faculty, staff, and the general public. In the report, one can learn about Beckfield College's institutional policies concerning campus safety, security, sexual assault, crime prevention, evacuation routes/procedures, fire system testing, and alcohol/drug notices. Additionally, the Annual Safety and Security Report includes crime and fire statistics that occurred during the prior three reporting years:

- On campus
- On public property within, or immediately adjacent to and accessible from Beckfield campus

Please familiarize yourself with the Annual Security Report. The report may be found at http://www.beckfield.edu/about-us/student-consumer-information/. For more information about the policies and procedures outlined in the report, or to request a paper copy, call 859-371-9393 or email compliance@beckfield.edu.

In our efforts to ensure a safe and secure campus, please read this report and enhance your knowledge of safety and resources provided by Beckfield College.

Sincerely,

Beckfield College Leadership Team

POLICY ON REPORTING THE ANNUAL DISCLOSURE OF CRIME STATISTICS

The institution places great emphasis on the safety and security of our campus. Many employees are dedicated to making our campus locations a safer place to work and study. A safe environment supports learning and instruction. Beckfield College encourages all members of its community to promote safety and wellness by adhering to all security protocols and reporting any violations promptly.

To comply with the Jeanne Clery Disclosure of Campus Security Policy, Crime Statistics Act and the Michael Minger Act. This report is prepared by the Office of Compliance with data collected from local law enforcement agencies, internal incident reports, and local fire departments. The information included in the Annual Safety and Security Report provides crime statistics, evacuation procedures, campus security authorities, and fire alarm testing dates.

Background

This policy serves to meet the college's compliance obligation under the "Jeanne Clery Disclosure of Campus Security Policy, Campus Crime Statistics Act of 1998" (commonly referred to as the "Clery Act"), and the Michael Minger Act of 2000. This policy is intended to govern the preparation, publication, and distribution of the Annual Safety and Security Report, and ensure that all elements of the process are carried out in a manner that meets federal regulations.

The **Clery Act** requires institutions of higher education receiving Title IV federal financial aid to report specified crime statistics on college campuses and areas within the same reasonably contiguous geographic area of college campuses, and to provide other safety and crime information to members of the campus community. The **Violence Against Women Reauthorization Act** of 2013 ("VAWA"), mandates additional requirements as to how colleges and universities are to provide information to the students, faculty, staff, prospective students and employees, and visitors.

The **Michael Minger Act** requires institutions of higher education report all fires (intentional & accidental) immediately to the state fire marshal, who has jurisdiction over all fires and fire scenes. "Immediately" means before the last fire unit has left the scene and no later than 2 hours after the incident. No fire scene can be cleared without authorization from the state fire marshal.

SCOPE OF CLERY AND MINGER COMPLIANCE POLICY

It is the policy of Beckfield College to comply with the Clery Act. Compliance with the Clery Act requires a joint effort between the Campus Security Authorities and the administration of the institution.

Supervisors assigned areas of responsibility in the following policy sections are expected to be familiar with the Department of Education's Handbook for Campus Safety and Security that are relevant to their responsibilities and will be provided training annually and/or upon request by contacting the Compliance Office.

This policy covers reports and complaints of a criminal nature, including sexual offenses. As such, this policy applies to situations in which either party is a Beckfield student, Beckfield employee, a third party (for purposes of this policy, a third party is anyone who visits Beckfield's campuses or participates in a college program or activity) or anyone within the College's Clery geography. Further, the policy provides information for prospective students and employees.

In the event that an allegation arises involving college faculty or staff, the College will apply the disciplinary measures and grievance policies and procedures as set forth in the college's HR policies or the appropriate collective bargaining agreement to which the employee is subject. In all circumstances, the College provides a disciplinary proceeding that is a prompt, fair, and impartial process. Both Complainant and Respondent may have the advisor of their choice at all times during the process and procedures.

The **Minger Act** requires that campuses disclose if dorms are equipped with automatic fire suppression systems*. Deliberate violations of these requirements result in civil fines. All incidents must be recorded. The log must be kept open for inspection. Information may be withheld if necessary to protect ongoing investigations where the subjects may flee. Students must be notified of the availability of the crime log. The crime log must be available on campus networks. Institutions have a duty to notify the campus community of a crime that represents a threat to safety and security (via a special report). Notice may be given in a number of ways.

Institutions have a duty to provide students and the CPE with their policy on special reports.

*Please note that Beckfield College does not have on campus or off-campus housing provided to students, faculty, or staff

GENERAL CLERY DEFINITIONS

Campus/On-Campus - 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 any building or property that is within or reasonably contiguous to, 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 other retail vendor).

Campus Security Authority (CSA) - Individuals at the university who, because of their function for the university, have an obligation under the Clery Act to notify the university of alleged Clery Crimes that are reported to them in good faith, or alleged Clery Crimes that they may have personally witnessed. These individuals, by virtue of their position due to official job duties, ad hoc responsibilities, or volunteer engagements, are required by federal law to "report" crime when it has been observed by or reported to them by another individual.

Clery Act Crimes ("Clery Crimes") - Crimes required by the Clery Act to be reported annually to the university community, including: criminal homicide (murder and negligent/non-negligent manslaughter); sex offenses (forcible and non-forcible); robbery; aggravated assault; burglary; motor vehicle theft; arson; hate crimes (including previously listed crimes plus larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property that are motivated by bias); dating violence; domestic violence; stalking; and arrests and referrals for disciplinary action for any of the following: (a) liquor law violations,
(b) drug law violations, and (c) weapons law violations.

Clery Geography – Locations where Clery Crimes must be recorded: 1) on campus, 2) on public property within or immediately adjacent to and accessible from the campus, and 3) in or on non-campus buildings or property that the institution owns or controls.

Office of Accreditation and Compliance – College employee who works collaboratively with various departments at the college to develop, implement and oversee programs that ensure the college's overall compliance with the Clery Act and associated regulations at all college locations.

COLLEGE SECURITY AUTHORITIES

All Beckfield administrators dealing with student life meet the definition of Campus Security Authority Personnel. This includes but is not limited to:

College President
Vice President Accreditation & Compliance
Executive Director of Enrollment Management
Director of Student Financial Services
Director of International and Student Services
Dean of General Education Dean of
Nursing
Program Director, Diagnostic Medical Sonography Program
Director, Medical Massage Therapy
Program Director, Magnetic Resonance Imaging (MRI)

Beckfield's Campus is located in the city of Florence, Kentucky. Specifically, the Main Building is located at 16 Spiral Dr., Florence, KY. There is currently one full-time Front Desk Coordinator/Security Monitoring individual, at the Main Building, who reports directly to the Executive Director of Enrollment Management. There is also part-time assistance at the front desk/building support personnel/in the security monitoring position, thru the facilities department. These individuals are directly responsible for all Main Campus entrances and exits during all operational hours, Monday – Thursday (7:00 AM to 7:00 PM), Fridays (7:00am-5:00pm), excluding holidays. The Facilities Supervisor has been assigned the security monitoring duties/responsibilities for any time outside of normal operating hours.

Beckfield College's Secondary Building, located at 10 Spiral Drive, directly behind the Main Building, is only open when classes are in session, and is opened by the Front Desk/Security Monitoring individual prior to the beginning of the first class of the day. Following the daily scheduled classes, the building is locked by the facilities team member on duty.

At Beckfield College, all security violations are reported to the Front Desk/Security Monitoring individual who then notifies the College President, Vice President of Accreditation & Compliance, Human Resources Director and/or the Florence Police Department in cases where warranted. Other on-campus jurisdiction is shared with the Kentucky State Police and the Boone County Sheriff's Department.

Campus Monitoring:

1. Beckfield Campus - all exterior doors will always remain locked except for the main front door of 16 Spiral, the rear (ramp) door of 16 Spiral, and the lobby door near Room 208 of 10 Spiral.
2. All guests must register with the front desk.

Staff Communication during Emergency:

1. The proper steps to react to an emergency situation for all staff:

2. Call 911 (unless safety concerns make it impractical).
3. Notify front desk of the emergency as soon as possible.
    a. The front desk will notify:
        i. Campus President (via phone)
        ii. Vice President of Accreditation and Compliance
        iii. Human Resources Director
4. Faculty/Staff member(s) will complete an Incident Report before leaving the campus after the occurrence and return it to the front desk.
5. The front desk provides the Office of Accreditation and Compliance with the incident report by the next day.
6. All Police and/or fire reports will be collected by the front desk and provided to the Office of Accreditation and Compliance.

CAMPUS SAFETY AND SECURITY

During orientation, new students and employees are informed about safety and security on campus. Several individuals from the college discuss the importance of safety on campus and students are informed about where and to whom to report a crime or incident to on campus.

Employees and students are provided a copy of the annual safety and security report on an annual basis via publication on the college website. The Emergency Preparedness Plan is also available in every classroom and throughout the campuses with instructions specific to each building for tornado warning procedures. This plan covers procedures for tornado, earthquake, fire, bomb threats, utility emergencies, and fallen aircraft as well as the KCTCS recommended procedures for handling anthrax and other biological agent threats. This plan continues to be distributed to new faculty.

POLICIES ON CRIME REPORTING

Beckfield allows victims or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics. Students or employees who wish to report a crime should do so to one of the security authorities listed in this report. Students or employees who wish to report a crime anonymously may do so by sending an email to compliance@beckfield.edu or by calling 859-371-9393 and requesting the voicemail for the Vice President of Accreditation & Compliance. The College encourages accurate and prompt reporting of all crimes to campus authorities and the appropriate police agencies, when the victim elects to or is unable to make such a report.

Throughout the year, the College sends information through college distribution emails that informs students and employees about crime prevention. During the enrollment process, prospective students are provided crime information through the College's Office of Student Financial Services. Prospective students are also provided information regarding crime prevention and statistics during the College's new student orientation. New employees are given information on how to locate this information on the College's website.

The College's Director of International and Student Services and the Vice President of Accreditation & Compliance are responsible for providing information to all students and employees throughout the year that will aid in the prevention of crimes. Employees and students are strongly encouraged to familiarize themselves with communication sent concerning crime awareness and prevention.

HOW TO REPORT A CRIME ON CAMPUS

Beckfield continues to be committed to maintaining a safe, secure, and orderly environment for all members of the campus and community. During orientation, new students are informed of where and to whom to report a crime or incident to on campus. Crimes, which occur on college property, any public property leading into or out of campus property, or on any property owned or controlled by Beckfield, should be reported to one of the campus security authorities. The College President, the Vice President of Accreditation and Compliance, in conjunction with the facilities supervisor, will ensure the crime or incident is properly recorded in the crime log and reports of the crime or incident are made in a timely manner to the campus community. A student or employee who is a victim or has witnessed a crime, should immediately report the crime to the college and/or local law enforcement at the information below.

Beckfield College
16 Spiral Drive
Florence, KY 41042
859-371-9393
compliance@beckfield.edu

City of Florence Police Department
8100 Ewing Blvd #42
Florence, KY 41042
859-647-5420

Withholding Information of a Crime
Crime information will be withheld if there is clear and convincing evidence that the release of information about the crime would cause a suspect to flee or evade detection, would result in the destruction of evidence, or is prohibited by law. Information may be withheld until it has been determined that damage from the release of the information is no longer likely to occur.

HOW TO PREVENT CRIMES

General

1. Be aware! Recognize your vulnerability.
2. Report all suspicious persons, vehicles and activities.
3. Use the "buddy system" and watch out for your neighbor.
4. Keep your doors locked whenever you find yourself alone in a building.
5. Report lights that are out and any hazardous conditions immediately to the Facilities Office at 859-371-9393.
6. If you see someone being victimized, get involved and notify a Campus Security Authority representative.

Walking

1. Avoid traveling alone at night.
2. Confine walking to well-lit, regular traveled walks and pathways. Avoid shortcuts and keep away from shrubbery, bushes, alleyways, or any other areas where an assailant might be lurking.
3. Do not accept rides from casual acquaintances.
4. When walking to your vehicle or residence, have your keys ready in hand.
5. When being dropped off by taxi or private vehicle, ask the driver to wait until you get inside.
6. If threatened by an approaching vehicle, run in the opposite direction. The vehicle will have to turn around in order to pursue you.
7. When getting out of a car, take a look around to make sure that you are not being followed.
8. If you think you are being followed, cross the street and, if necessary, keep crossing back and forth. If you are pursued, call for help and run to a campus building, business, residence, enlist the aid of a passerby, flag down a passing motorist, or as a last resort pull a fire alarm. Do anything that might attract attention or summon assistance. If you are walking alone and someone passes you, check to be sure that person has continued walking in the other direction.
9. If you find yourself confronted by an assailant you must remember that while screaming and struggling may in some instances frighten off the assailant, in other instances you may further antagonize the assailant and bring forth a more violent reaction. Above all you must keep your head and assess the situation before choosing your course of action. Whether or not the assailant is armed or has made threats against your life should be a determining factor in your decision. The key word in this type of situation is survival.

Driving

1. Do not pick up hitchhikers.
2. Whenever possible, limit traveling to well-lit, well-traveled roads.
3. Keep your windows closed and doors locked.
4. When stopped at traffic lights or stop signs, keep your vehicle in gear. If threatened, sound your horn and drive away as soon as possible.
5. Consider installing an alarm system with a panic switch.
6. Avoid stopping in poorly lit, out-of-the-way places.
7. If your vehicle breaks down, signal for assistance by raising the hood and by tying a white handkerchief to the radio antenna or door handle. Stay inside your vehicle with the windows closed and the doors locked. If a roadside Samaritan stops, roll down your window just enough to talk and ask that he/she call the police. If the person appears to be a threat, sound the horn and flash your lights.

8. **Driving (cont.)**
9. If you think you are being followed, keep out of isolated areas. Look for a place where there are people, then stop and let the vehicle pass you.
10. If the vehicle continues to follow, drive to the nearest location where you can get assistance, i.e., gas stations, shopping centers, police or fire station, etc.
11. If you are followed into your driveway or parking lot, stay locked inside your vehicle until you can identify the occupants of the vehicle. If threatened, sound your horn until you attract attention or the vehicle leaves.
12. When parking at night, choose well-lit areas. Before getting out of your vehicle, check for people loitering. Always remove your ignition keys. Lock the vehicle whenever it is unattended.
13. Before entering your vehicle, always check the interior, paying particular attention to the floor and rear seat.

Offices and Laboratories

1. Keep all offices and laboratories locked when not in use.
2. Make sure that all locking devices are in proper working order.
3. Utilize a key control system. All department keys should be signed out and collected when not in use. Keys should be issued only when absolutely necessary.
4. Do not label keys with their use. Use a code system instead.
5. Keep desks, cabinets, etc., locked when not in use.
6. Typewriters and other portable office machines should be bolted or locked down. Smaller items, such as calculators, tape recorders, etc., should be kept locked up when not in use.
7. Avoid bringing valuable personal property with you.
8. Petty cash should be kept to a minimum.
9. Purses should be kept locked up, and coats or jackets should not be left unattended with wallets or other valuables in the pockets.
10. Before leaving, check to make sure that no one is hiding and that your area is properly secure.
11. Watch out for your neighbor. If someone forgets to secure his/her area or property, keep an eye on it.
12. Report all suspicious persons or improperly secured areas to Front Desk/Campus Safety immediately.

Only in occasional instances of high alert, a security guard may be secured to patrol the campus and parking lots. Additionally, Beckfield displays informational posters in several locations on each campus indicating how to respond to dangerous situations.

RAPE/SEXUAL ASSAULT

The College has established a prescribed procedure to assist and support victims of rape or sexual assaults. The Director of International and Student Services or any other member of the Campus Security Authority will assist you in obtaining medical, counseling, and police services.

You are encouraged to report immediately any incidents of this nature by dialing 911. Keep in mind that an assailant who is allowed to go free is a potential future danger, not only to you but also, to other members of the community.

All information that you give will be held in the strictest confidence in accordance with our own policy as well as by the General Laws of Kentucky. If you wish to report information concerning a rape or sexual assault anonymously, you may do so.

When you report a rape or sexual assault, you may choose to file charges through the District Attorney's office or not at all. If you choose to file charges, the Director of International and Student Services/or any other member of the Campus Security Authority will assist you in every way, but no action will be taken without your expressed consent.

Every situation will be different. Therefore, we cannot provide any specific rules as to what to do or not to do if you are faced with a threat. Only you can make the determination as to the appropriate course of action.

If you think you are being followed, you can call out for assistance and run to a lighted building or residence; enlist the assistance of a passerby or flag down a passing vehicle, break a window in a building or residence or pull a fire alarm. Do anything that might attract attention or summon assistance.

If you find yourself confronted by an assailant you must remember that, while screaming and struggling may in some instances frighten off an assailant, in other instances such action may further antagonize an assailant and bring forth a more violent action.

There are many services available to victims of rape and sexual assault, and you are encouraged to use all support services.

Special Reports of a Crime & Enforcement Procedures

A special crime report will be made to the campuses when any crime reported to the Campus Security Authority personnel presents a safety or security threat to students or employees in accordance with *timely warnings*. The special crime report will be made in a manner that will aid in the prevention of similar occurrences and will be made within twenty-four (24) hours of the incident report to the Campus Security Authority. A campus-wide e-mail will be used as well as posting fliers on each building's bulletin board. Faculty will be asked to notify students in their classes as well.

POLICIES ON CAMPUS: SEXUAL ASSAULT

It is the policy of Beckfield College that all forms of sexual assault are unacceptable, and we strongly support efforts to eliminate its occurrence and discipline offenders. The College expects all employees and students to treat each person with dignity and respect. If any student or employee has been sexually assaulted or has knowledge of rape or any other forcible or non-forcible sexual offense, the College urges that person to report the crime to the College's Office of Accreditation and Compliance 859-371-9393 and/or local law enforcement. Institutional personnel will assist the student in notifying local/state authorities if the student or employee requests assistance.

It is important for any victim of sexual assault to seek medical treatment at a hospital emergency room as soon as possible. During the exam, the doctor will collect evidence. Sexual assault victims who shower, bathe, and/or douche prior to the exam will decrease the chance of collecting evidence, as does delaying the hospital visit.

A hospital visit is highly recommended, a sexual assault victim may seek counseling and support services through the Women's Crisis Center (859) 491-3335. The address is 111 East Third Street, Maysville, KY 41011. Sexual assault victims may also call the National Sexual Assault Hotline at 800-656-HOPE to be connected with a trained staff member from a sexual assault service provider in your area.

Calling the National Sexual Assault Hotline gives you access to a range of free services including:

- Confidential support from a trained staff member
- Support finding a local health facility that is trained to care for survivors of sexual assault and offers services like sexual assault forensic exams
- Someone to help you talk through what happened
- Local resources that can assist with your next steps toward healing and recovery
- Referrals for long-term support in your area
- Information about the laws in your community
- Basic information about medical concerns

The National Sexual Assault Hotline is a safe, confidential service. When you call the hotline, only the first six numbers of the phone number are used to route the call, and your complete phone number is never stored in our system. Most states do have laws that require local staff to contact authorities in certain situations, like if there is a child or vulnerable adult who is in danger.

While almost all callers are connected directly to a staff member or volunteer at a local sexual assault service provider, a handful of providers use an answering service after daytime business hours. This service helps manage the flow of calls. If all staff members are busy, you may choose to leave a phone number with the answering service. In this case, the number will be confidential and will be given directly to the organization's staff member for a callback. If you reach an answering service, you can try calling back after some time has passed, or you can choose to call during regular business hours when more staff members are available. You can also access 24/7 help online by visiting online.rainn.org.

In handling alleged sexual assault offenses, the College will enforce its disciplinary policy and procedure. In its pursuit of investigating the alleged sexual offense, both the accuser and the accused have the same rights to have others present during disciplinary proceedings, and both the accuser and the accused will be informed of the outcome of any disciplinary proceeding.

The College uses several methods to screen student and employee applicants for sex offenses, including the sex offender registry. Students or employees may locate the Kentucky Offender Registry to locate registered sex offenders in Kentucky by visiting http://kspsor.state.ky.us/.

The Kentucky State Police may also be reached at:
Kentucky State Police
Criminal ID and Records
Branch 1266 Louisville
Road
Frankfort, KY 40601
(502) 227-8700

PROGRAMS TO PREVENT DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT AND STALKING

The College strongly objects to any violence and has implemented programs to educate students on dating and domestic violence, sexual assault and stalking awareness. During the month of October, the College hosts informational sessions on these topics. The College does a variety of events which usually includes guest speakers, handouts, activities, and more involving these topics. Students are encouraged to contact their local law enforcement agency to report any acts of violence. Incoming students and new employees will receive a copy of this publication along with an invitation to attend one of our on-campus events. If a student reports violence of any kind, the College will report it to the Vice President of Accreditation and Compliance and the College President who then may report the issue to local law enforcement.

The College believes in the importance of preserving evidence that may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protection order. Any victim of sexual assault may take the following options:

- Notify proper law enforcement authorities, including on-campus and local police;
- Be assisted by campus authorities in notifying law enforcement authorities if the victim so chooses; and
- Decline to notify such authorities.

The College will honor all orders of protection or similar lawful orders in an effort to protect employees and students. The College will protect the confidentiality of victims and other necessary parties, and will complete publicly available recordkeeping, while maintaining as confidential any accommodations or protective measures provided to the victim. The College will provide written notification to student and employees about existing counseling, health, advocacy, and other services available for victims, both within the College and in the community. The College will notify victims about options for requests for changes to academic, living, transportation, and working situations or protective measures.

POLICIES ON DRUG AND ALCOHOL USE

In compliance with the Drug Free Schools and Communities Act Amendments of 1989, Beckfield College requires that no employee or student may possess, consume, distribute, or be under the influence of any alcoholic beverage or legally prohibited substance while on college property or while attending any College-sponsored activity. The College will take appropriate disciplinary action, up to and including dismissal, against an employee or student found to be in violation of the alcohol and drug policy.

An employee who violates the College's alcohol and drug policies will be subject to disciplinary action, which may include termination.

A student convicted under any federal or state law for possession or sale of a controlled substance while enrolled in the College will immediately lose eligibility for any federal Title IV financial assistance for the period indicated below.

For Possession of a Controlled Substance

First offense:	1 Year
Second offense:	2 years
Third offense:	Indefinitely

For Sale of a Controlled Substance:

First offense:	2 years
Second offense:	Indefinitely

However, an enrolled student convicted for possession or sale of a controlled substance may resume eligibility before the end of the ineligibility period above if:

1. Individual successfully completes a drug rehabilitation program which includes two unannounced drug tests, or
2. Individual conviction is reversed, set aside, or otherwise determined to be no longer in force.

An employee who is convicted for the sale or possession of a controlled substance or violation of liquor laws will be subject prosecution as determined by state and federal laws, which may be categorized as a Class D felony or misdemeanor.

There are a variety of health risks associated with the use of illicit drugs and the abuse of alcohol in addition to legal sanctions against the unlawful possession or distribution of drugs or alcohol.

PROGRAMS ON SUBSTANCE ABUSE

Alcohol and substance are problems that can affect people of any age. Beckfield College is committed to helping its community fight alcohol and drug abuse. The College may utilize multiple outlets to assist student is finding a facility that can assist with substance abuse issues.

The following are some signs that someone has a problem with alcohol, adapted from the Alcohol Education and Training Program, Rutgers University and the Mayo Clinic:

- Family or social problems associated with drinking.
- Hiding liquor.
- Lying about drinking (minimizing the number of drinks or the fact of drinking at all). Making promises about drinking to oneself or others ("to cut down on drinking," "to be more careful," etc.).
- Drinking to escape from pressure or to solve life's problems.
- Feeling guilty after drinking or regret over what was done while drinking. Getting drunk even when intending to stay sober.
- Friends and family members expressing concern over the amount of drinking one does. Significantly increased tolerance to alcohol (early indication of problem drinking).
- "Blackouts" (not recalling the drinking episode).
- Increased absenteeism and lateness (from job or classes). More susceptibility to accidents and illness.
- Preoccupation with drinking.
- Marked changes in behavior or personality when drinking.
- Looking forward to drinking.
- Getting drunk frequently.
- Gulping drinks or “competitive drinking.”
- Academic or job difficulties related to drinking.
- Feeling that you must use the drug regularly — daily or even several times a day.
- Having intense urges for the drug that block out any other thoughts.
- Over time, needing more of the drug to get the same effect.
- Taking larger amounts of the drug over a longer period of time than you intended.
- Making certain that you maintain a supply of the drug.
- Spending money on the drug, even though you can't afford it.
- Not meeting obligations and work responsibilities or cutting back on social or recreational activities because of drug use.
- Continuing to use the drug, even though you know it's causing problems in your life or causing you physical or psychological harm.
- Doing things to get the drug that you normally wouldn't do, such as stealing.
- Driving or doing other risky activities when you're under the influence of the drug.
- Spending a good deal of time getting the drug, using the drug or recovering from the effects of the drug.
- Failing in your attempts to stop using the drug.
- Experiencing withdrawal symptoms when you attempt to stop taking the drug.

Students who request assistance or counseling for a problem of abuse or addiction will be referred to local organizations and agencies. Employees who request assistance or counseling for a problem of abuse or addiction will be referred to local organizations and agencies through the College's health insurance provider.

For students or employees who wish to seek treatment, the following can offer assistance in finding local resources.

Alcoholics Anonymous	513-351-0422	https://aacincinnati.org/
Adult Children of Alcoholics	310-534-1815	www.adultchildren.org
American Council for Drug Education		www.acde.org
National Association of State Alcohol/Drug Abuse Directors (NASADAD)	202-293-0090	www.nasadad.org
National Clearinghouse for Alcohol and Drug Information	800-729-6686	www.health.org
National council on Alcoholism and Drug Dependence	800-NCA-CALL	www.ncadd.org
SUN Behavioral	859-517-5611	https://sunkentucky.com/

The Department of Education provides information about the health risks associated with drug and alcohol abuse, as well as information on prevention and treatment. Information is available at the U.S. Department of Health and Human Services website at http://ncadi.samhsa.gov.

Questions pertaining to the College's policies on drug and alcohol abuse should be directed to the College's Office of Accreditation and Compliance: compliance@beckfield.edu

POLICIES AND PROCEDURES ON EMERGENCY RESPONSE AND EVACUATION

Beckfield College places great emphasis on the safety of its employees and students. It is the goal of the institution to immediately notify the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. In the event of a campus emergency, students and employees will be notified via email, college website, learning management system, and through designated security authorities. Text messages may also be utilized.

The College will work with local authorities and emergency personnel to confirm that there is a significant emergency or dangerous situation. Timely warnings will be sent to all students and employees who the College and/or local authorities have deemed at-risk. The College 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. The College adheres to timely warnings and will issue a timely warning for any Clery Act crime that represents an ongoing threat to the safety of students or employees; and 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 or employees occurring on-campus.

In the event of an emergency, the following title of persons will be designated to assist and provide information:

- College President
- Vice President of Accreditation & Compliance
- Executive Director of Enrollment Management
- Director of International and Student Services
- Director of Facilities
- Human Resources Director
- Program Deans and Directors

The College will work with local authorities to determine the segments of the campus community to receive notification. If during this procedure it is determined that emergency impacts the larger community, the College will work with local authorities to send the appropriate communication.

Beckfield College will test its emergency response and evacuation procedures on an annual basis. Students and employees will receive an alert from one of the designated individuals above and will be expected to follow emergency and/or evacuation procedures. One of the designated campus security authorities will document the description of the exercise, the date, time and whether it was announced or unannounced.

Emergency Evacuation Procedure

In the event of a fire, tornado, severe weather, or other similar emergency, the buildings may be evacuated for safety. If this occurs during in-class time, instructors need to take their daily attendance/roll sheet with them to the evacuation area and take roll once your class is lined up outside.

Department heads should note the location of their employees before the evacuation, then take attendance in the evacuation area once outside.

All faculty, staff, and employees should familiarize themselves with the posted evacuation maps and emergency guidelines located in every room on campus. If the evacuation maps are not in your room, please contact the Vice President of Accreditation, Compliance and Student Services at 859-371-9393.

Your department/class should meet at a single point outside the building. This is recommended to help ensure everyone is accounted for and have made it safely out of the building.

When a fire alarm sounds you should:

- Walk quickly to the nearest available exit that can be reached safely. Alert others to do the same and, with their permission, help persons requiring assistance.
- Lead your class/department to a single location.
- Go to the nearest evacuation area. (see Emergency Evacuation Areas)
- Do not re-enter a building until directed by fire/rescue, a Security officer, or a clearly identified member of the Campus Team.
- Do not allow students to leave campus during the evacuation. You must take roll again upon re- entry to the room.
- If severe weather or a tornado is the reason for the evacuation, please report to the shelter sites designated on the evacuation maps located in each room.

Beckfield College conducts regular drills for your safety and to make sure in the event of an emergency, everyone knows what to do.

CAMPUS HAZING ANNUAL TRANSPARENCY REPORT

Anti-Hazing Statement

According to Kentucky Regulatory Statutes, hazing is prohibited. Hazing is any action or situation created by a person or persons against another person or group of people, for the purposes of an initiation or affiliation into group membership, that endangers the mental or physical health of the person. This includes forcing people to violate laws, consume harmful or illegal substances, undergo any kind of physical harm or any activity that is likely to create mental and/or physical injury. First degree hazing is when a person intentionally or wantonly engages in hazing that results in physical harm or death to a minor or student (Class D felony). Second degree hazing involves reckless engagement in hazing (Class A misdemeanor). Beckfield College observes the State's definitions of hazing and its prohibited activities and will handle any incident as is appropriate according to KRS 508.180. Any incidents of hazing should be reported immediately to any Campus Security Authority for documentation and investigation.

Because hazing is a crime in Kentucky, prevention programs and reporting channels for Anti-Hazing follow the same prevention activity and reporting protocols indicated in the ***Annual Campus Safety and Security*** *Repor*t. The current statistics for hazing for the last three years are also included in this report.

2025 HAZING CRIME STATISTICS

	On Campus Property - FLORENCE, KY			**Public Property – FLORENCE, KY**		
	Reported year*:			**Reported year*:**		
	2025	**2024**	**2023**	**2025**	**2024**	**2023**
Reported Hazing	0	0	0	0	0	0
Hazing Investigations	0	0	0	0	0	0
Hazing Sanctions	0	0	0	0	0	0

CRIME STATISTICS

This information is provided annually by October 1st to students, faculty, staff, and the general public. In the report, you can learn about Beckfield College's institutional policies concerning campus safety, security, sexual assault, crime prevention, evacuation routes/procedures, fire system testing, and alcohol/drug notices. Additionally, the Annual Security Report includes crime and fire statistics that occurred during the prior three calendar years:

- On campus
- On-campus residential facilities (does not apply to Beckfield College)
- Non-campus buildings or property
- Public property adjacent to campus

2025 CRIME STATISTICS

	On Campus Property - FLORENCE, KY			**Public Property – FLORENCE, KY**		
	Reported year*:			**Reported year*:**		
	2025	**2024**	**2023**	**2025**	**2024**	**2023**
Aggravated Assault	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Criminal Homicide	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Hate Crimes	0	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
On-Campus Fire	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Sexual Assault	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0

*Created in conjunction with the Florence Police Department and Kentucky State Police.

End of Report.