

**CANADIAN VALLEY TECHNOLOGY CENTER  
SECURITY REPORT**

The purpose of this report is to provide information pursuant to the Student Right to Know Act regarding campus security and campus crime statistics to current and prospective students and employees of Canadian Valley Technology Center. The report will discuss the role and function of campus security personnel, the school's security as well as school security guidelines regarding on and off campus facilities. The report will also outline the school's policy regarding alcohol and drug-related violations including use, sale, possession and underage drinking. Finally, the report will describe the informational programs available to students and employees about alcohol or drug abuse, campus security and crime prevention.

**SECURITY GUIDELINES FOR REPORTING  
EMERGENCIES AND CRIMES**

All emergencies and crimes are to be reported to the Director of Student Services or the Assistant Superintendent. When appropriate, local law enforcement authorities are asked to assist campus security personnel. Any resulting disciplinary action involving students is administered through the Director of Student Services or the Campus Director of the campus where the infraction occurs. The Director of Student Services maintains written reports of all emergencies, crimes and relevant policy violations.

**SCHOOL SECURITY GUIDELINES REGARDING  
ON AND OFF CAMPUS FACILITIES**

Campus security limits its services to on campus and school owned (or leased) property only. Any off campus activities will be attended by an instructor who will monitor all activities of students including any evidence of criminal activity.

**STATEMENT CONCERNING SECURITY OF  
FACILITIES**

Canadian Valley Technology Center understands its mission in providing education to the students, including access to the facilities. It is equally important that we be aware of our responsibility to our students, their families and our employees in providing a secure and safe environment to study and work. Secondly, we are providing protection of the facilities and equipment. There are scheduled times for all building lock-ups. These duties are performed by CVTC's staff or a Campus Director designee. Security checks as well as periodic safety checks are conducted.

Students may be authorized to be in a building after lock-up **if under the direct supervision (physically present) of a faculty or staff employee.**

Building keys will not be issued to students nor will a faculty or staff employee loan a building key to a student or non-employee. The only exception to this policy will be a student who is employed by the district.

**STATE TO ENCOURAGE CRIME PREVENTION**

Canadian Valley Technology Center sponsors crime prevention seminars for students, staff and faculty. Literature designed for CVTC will be available which covers topics such as:

- Alcohol Awareness – DUI
- Crime Prevention & Safety Awareness
- Drug Abuse
- Forcible/Non-Forcible Sex Offenses
- Rape/Date-Rape Awareness

**POLICY REGARDING ALCOHOL AND  
DRUG-RELATED VIOLATIONS**

It is the policy of the Board of Education of Canadian Valley Technology Center that the use, possession or distribution of any non-intoxicating beverage (3.2 beer), alcoholic beverage or controlled dangerous substance is prohibited on school property, on school buses or at any event sponsored by the district.

The policy applies to any student attending any program, class or activity under the supervision of the district. Violations of this policy will be reported to the Director of Student Services or the Campus Director or his/her

designee in accordance with district policy and procedure as well as Oklahoma and federal law.

**INFORMATIONAL PROGRAMS AVAILABLE TO  
STUDENTS AND EMPLOYEES ABOUT ALCOHOL  
OR DRUG ABUSE, CAMPUS SECURITY  
AND CRIME PREVENTION**

Students and employees are annually provided information as part of Canadian Valley Technology Center's Drug and Alcohol-Free School Program. The information includes; standard of conduct, disciplinary sanctions on students, applicable legal sanctions, identification of potential health risks and the location of local agencies who provide help to people experiencing problems with alcohol or drugs.

Canadian Valley Technology Center strives to provide healthful and safe facilities, surroundings and activities for employees, students, clients and patrons. Care is taken to familiarize students and employees with information regarding the services provided by campus security.

**STATISTICAL REPORT**

The data below reflects district-wide incidents reported to campus security personnel or local law enforcement authorities during the last three years.

	15-16	16-17	17-18
A. Murder/Non Negligent Manslaughter	0	0	0
B. Negligent Manslaughter	0	0	0
C. Sex Offenders – Forcible	0	0	0
D. Sex Offenders – Non-Forcible	0	0	0
E. Robbery	0	0	0
F. Aggravated Assault	0	0	0
G. Burglary	0	0	0
H. Motor Vehicle Theft	0	0	0
(Not theft from motor vehicle)			

**HATE CRIMES CRIMINAL OFFENSES**

A. Murder/Non-Negligent Manslaughter	0	0	0
B. Negligent Manslaughter	0	0	0
C. Sex Offenses-Forcible	0	0	0
D. Sex Offenses-Non-Forcible- Incest/Statutory Rape	0	0	0
E. Robbery	0	0	0
F. Aggravated Assault	0	0	0
G. Burglary	0	0	0
G. Motor Vehicle Theft	0	0	0
H. Arson	0	0	0
I. Simple Assault	0	0	0
J. Larceny-Theft	0	0	0

K. Intimidation	0	0	0
L. Destruction/Damage/ Vandalism of Property	0	0	0

**ARRESTS/DISCIPLINARY ACTIONS**

A. Weapons: Carrying, Possessing, etc.	0/0	0/1	0/3
B. Drug Abuse Violations	1/0	0/1	0/1
C. Liquor Law Violations	0/0	0/0	0/0

**VIOLENCE AGAINST WOMEN REAUTHORATION ACT (VAWA)\***

A. Domestic Violence	0	0	0
B. Dating Violence	0	0	0
C. Stalking	0	0	0

**SEXUAL HARASSMENT**

Sexual harassment by any employee or student of Canadian Valley Technology Center is expressly prohibited. Persons determined to have engaged in sexual harassment of any individual shall be subject to disciplinary sanctions, which may include dismissal as an employee or student.

Sexual harassment includes: making unwelcome sexual advances or soliciting favors or other verbal or physical conduct of a sexual nature or condition of any employee's employment or any student's education; using an employee's or student's submission to or rejection of such conduct as the basis for or as a factor in any employment decision or student's class grade; or otherwise creating an intimidating, hostile, or offensive environment may include, but is not limited to, such actions as persistent comments on a person's sexual preference, touching, propositions, or the display of obscene or sexually oriented pictures or verbiage. No specific intent to sexually harass an individual need be present for sexual harassment to be present.

People who feel victimized by sexual harassment should report the harassment to the compliance officer. Any person who believes they have suffered sexual harassment may bring the problem to the attention of the compliance officer. The complaint will be made in writing.

**\*More information available in the Consumer Information Handbook in Financial Aid Office or [www.cvtech.edu](http://www.cvtech.edu).**

At all times, strict confidentiality shall be required of the compliance officer. The officer shall caution the complainant, the accused and any witnesses to maintain confidentiality. Any writing or other physical evidence connected with any complaint shall be kept confidential and made available only to the Superintendent, the officer conducting the investigation, the complainant, the accused and any legal counsel involved.

**PROCEDURES TO FOLLOW SHOULD A SEX OFFENSE OCCUR**

Students will have had the opportunity to attend a seminar once yearly on the awareness of rape, acquaintance rape and other forcible and non-forcible sex offenses.

Should a sex offense occur on campus, the student is to report to the Administrative Office whereby a staff member of the school will assist the student in calling the local police. The staff member will help the student preserve any evidence as may be necessary.

The school counselor will make available information on off-campus counseling, mental health facilities, or any other available student services for victims of a sex offense.

Since CVTC does not have residence halls, the student will be responsible to change living situations as needed.

The Administration will assume responsibility to determine what measures are necessary to maintain a safe environment for all interested parties by providing rights to both the person that has been raped and the accused, that they may each have the right to have others present during an institutional disciplinary proceeding, and both the accuser and the accused will be informed in writing of the outcomes of any institutional disciplinary proceeding.

The school reserves the right to expel any student who is found guilty of a sex offense on campus.

**CODE OF CONDUCT**

Personal development and individual growth are very important parts of your experience at Canadian Valley Technology Center. We hope that pride in yourself and your school will be apparent to your fellow students and instructors. All students are expected to conduct themselves in an appropriate manner at all times.

**SOME EXAMPLES OF MISCONDUCT ARE:**

- Disruption of school and/or class
- Abusive language/profanity
- Assault
- Damage or destruction of school or private property
- Carrying of weapons or dangerous instruments
- Use of tobacco
- Possession of tobacco (Secondary Students)
- Abuse of driving privileges (speeding, etc.)
- Unlawful possession, use, distribution or being under the influence of drugs or alcohol on school property or as part of any school activity.

If misconduct occurs in the school building, on school property or at school sponsored activities, disciplinary actions will be taken by the school (regardless of whether criminal charges result).

Misconduct at Canadian Valley Technology Center can lead to suspension. Any secondary student suspended from home school is automatically suspended from CVTC, and will not be reinstated until said student is reinstated in the home school and the Technology Center is notified by the local school official of what has taken place. The home school will be notified of any disciplinary condition that exists at the Technology Center. The student grades will be penalized while he/she is under suspension.

**AVOID VICTIMIZATION**

You are offered these few quick tips for your personal safety and property security:

- Report strangers, don't trust them
- Avoid getting into vulnerable/no exit places
- Never leave unattended valuables
- At night, walk in groups of at least two (2)
- Walk with confidence and avoid walking near bushes and parked cars
- Do not hesitate to call police when confronted by individuals
- When parking, remove valuables from plain view and lock your vehicle
- Engrave your valuables with your drivers license or social security number and record serial numbers



**Note:** Statistics are collected for each campus individually but combined in this brochure.

Canadian Valley Technology Center, District #6, is in compliance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and Title IX of the Education Amendments of 1972, and does not discriminate on the basis of race, ethnicity, religion, national origin, age, sex/gender, disability or veteran status in any of its policies, practices, or procedures. These equal opportunity provisions include, but are not limited to, admissions, employment, financial aid, and student services. Revised 6/07



**Chickasha/El Reno/  
Yukon**



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**2018-2019  
SECURITY REPORT  
AND  
CRIME STATISTICS**

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